



**CITY OF SALISBURY
SPECIAL MEETING AGENDA**

JUNE 6, 2022

6:00 p.m.

Government Office Building, Room 301, Salisbury, Maryland and Zoom Video Conferencing

Times shown for agenda items are estimates only.

6:00 p.m. CALL TO ORDER

6:01 p.m. ADOPTION OF SPECIAL MEETING AGENDA

6:02 p.m. ORDINANCES- City Attorney Ashley Bosche

- **Ordinance No. 2721- 2nd reading**- FY23 Budget Ordinance
- **Ordinance No. 2722- 2nd reading**- FY23 Water Sewer Ordinance
- **Ordinance No. 2723- 2nd reading**- FY23 Fee Ordinance
- **Ordinance No. 2728 - 2nd reading**- approving an amendment of the City's FY22 General Fund Budget and General Capital Project Fund Budget to provide funds for the "Poplar Hill Mansion ADA Ramp and Bathroom Project"
- **Ordinance No. 2729- 2nd reading**- amending Chapter 5.64 of the Salisbury City Code, entitled "Towing Companies", to update procedures for dispatching police directed towing, operations of a police directed tow on scene, and penalties for violations of the code
- **Ordinance No. 2730- 1st reading**- approving a budget amendment of the FY2022 General Fund Budget to appropriate funds to the Salisbury Fire Department's Operating Budget

6:30 p.m. ADMINISTRATION and COUNCIL COMMENTS

6:45 p.m. ADJOURNMENT

Copies of the agenda items are available for review in the City Clerk's Office, Room 305 – City/County Government Office Building, 410-548-3140 or on the City's website at www.salisbury.md. City Council meetings are conducted in Open session unless otherwise indicated. All or part of the Council's meetings can be held in Closed Session under the authority of the Maryland Open Meetings Law, Annotated Code of Maryland General Provisions Article § 3-305(b), by vote of the City Council.

Join Zoom Meeting
<https://us02web.zoom.us/j/88186172560>
Meeting ID: 881 8617 2560
Phone: 1.301.715.8592

ORDINANCE NO. 2721

**AN ORDINANCE APPROPRIATING THE NECESSARY FUNDS
FOR THE OPERATION OF THE GOVERNMENT AND
ADMINISTRATION OF THE CITY OF SALISBURY, MARYLAND
FOR THE PERIOD JULY 1, 2022 TO JUNE 30, 2023,
ESTABLISHING THE LEVY FOR THE GENERAL FUND FOR
THE SAME FISCAL PERIOD AND ESTABLISHING THE
APPROPRIATION FOR THE WATER AND SEWER, PARKING
AUTHORITY, CITY MARINA, AND STORM WATER FUNDS.**

BE IT ORDAINED, by the City of Salisbury, Maryland that the amounts listed in Schedule A – Operating Budget Appropriations are hereby appropriated for the Fiscal Year beginning July 1, 2022 and ending June 30, 2023 to fund operations of the City of Salisbury, Maryland.

BE IT FURTHER ORDAINED, by the City of Salisbury, Maryland that the amounts listed in Schedule B – Capital Project Appropriations are hereby appropriated for Capital Projects.

BE IT FURTHER ORDAINED, by the City of Salisbury, Maryland that the amounts listed in Schedule C – Anticipated Grant Expenditures are hereby appropriated for the grants listed, and the Mayor is authorized to enter into any necessary agreements or memoranda in order to receive and expend these funds.

BE IT FURTHER ORDAINED that:

- 1) The tax levy be, and the same be hereby set, at \$.9832 per \$100 of assessed valuation of all real property, at \$3.51 per \$100 of assessed valuation for all personal property categorized as utilities, and at \$2.40 per \$100 of assessed valuation for all other personal property subject to taxation by the City of Salisbury for General Fund purposes, including debt service purposes (exclusive of revenues derived from the Water and Sewer Fund for debt service purposes attributed to water and sewer activities); and
- 2) All taxes levied by this ordinance shall be liens from and after July 1, 2022 and shall be due and payable as specified in Title 14 of the Tax Property article of the Annotated Code of Maryland, as amended.

AND BE IT FURTHER ORDAINED by the Salisbury City Council that a public hearing on the proposed budget ordinance will be held at ____ PM on _____, 2022 in Room 301 of the City/County Government Office Building, 125 N. Division Street, Salisbury, Maryland.

AND BE IT FURTHER ORDAINED by the Salisbury City Council that this Ordinance shall take effect upon final passage.

47 **THIS ORDINANCE** was introduced and read at a Meeting of the Mayor and Council of
48 the City of Salisbury held on the 25th day of April, 2022 and thereafter, a statement of the
49 substance of the Ordinance having been published as required by law, in the meantime, was
50 finally passed by the Council of the City of Salisbury on the 6th day of June, 2022.
51

52
53 **ATTEST:**
54
55
56

57
58 _____
59 **Kimberly R. Nichols, City Clerk**

_____ **John R. Heath, City Council President**

60
61
62 APPROVED BY ME THIS _____ day of _____, 2022
63
64

65 _____
66 **Jacob R. Day, Mayor**

Schedule A - Operating Budget Appropriations

1)	General Fund – for the general municipal purposes of the City of Salisbury:		
	City Council / City Clerk	266,237	267,931
	Mayor's Office/ Development Services	1,370,924	1,379,496
	Finance	871,734	851,712
	Procurement / Municipal Buildings	619,601	619,601
	City Attorney	345,000	345,000
	Information Technology	693,722	696,032
	Police	16,253,437	16,261,871
	Fire	10,837,434	11,072,428
	Housing and Community Development	1,331,082	1,345,859
	Infrastructure and Development	1,980,147	2,003,230
	Field Operations	6,447,289	6,617,501
	Arts, Business, and Culture Development	2,392,806	2,396,465
	Debt Service & Other Uses	6,092,383	6,076,580
	Total	49,501,796	49,933,706
2)	Parking Authority Fund – for the special assessment district known as the Parking Authority		
	Total	887,510	888,430
3)	Water Sewer Fund - for operations of the water and sewer departments		
	Total	19,544,650	19,856,097
4)	Marina Fund – for the operations of the enterprise known as the City Marina		
	Total	91,576	91,576
5)	Storm Water Fund – for the operations of the enterprise known as the Storm Water Fund		
	Total	930,232	950,232
	Grand Total	\$ 70,955,764	71,720,041

Schedule B – Capital Project Appropriations (1 of 2) General Capital Projects

Schedule B: General Capital Projects						
Funding Source						
Project Description	Approved Amount	PayGO Gen Fund	PayGO Storm Water	Grants	Reallocation	FY 24 Bond
Mill Street Bridge Rehabilitation	60,000	-			60,000	
Impervious Surface Reduction	145,000		145,000			
Stream Restoration along Beaverdam Creek	120,000		120,000			
Schumaker Pond	10,000		10,000			
Storm Drain Main Lining	25,000		25,000			
North Prong Park Improvements	200,000			200,000		
Street Reconstuction (Milling and Paving)	45,000			45,000		
Rail Trail Master Plan Implementation	500,000			500,000		
Mill Street Bridge Rehabilitation	240,000			240,000		
Computer Aided Dispatch (CAD) Replacement	1,105,000	300,000				805,000
GOB HVAC Return Air Fans	37,500	37,500				
Station #16 HVAC Replacement	130,000					130,000
Rail Trail Master Plan Implementation	700,000					700,000
Downtown Street Scaping	775,000					775,000
Field Operations Facility Plan - Phase IIIB	1,100,000					1,100,000
Tiney Homes for the Homeless	70,000	17,500			52,500	
General Fund & Capital Projects	6,362,500	405,000	300,000	985,000	262,500	4,410,000

Schedule B – Capital Project Appropriations (2 of2)

Project	Approved Amount	Capital Projects - Funding Source					
		PayGO	Grants	Reallocation	Impact Funds	Revolving Funds	Bond
<u>Water Sewer Fund</u>							
Restore Park Well Field	175,000					175,000	
Paleo Ground Storage Tank Painting	70,000					70,000	
Dump Truck	185,000	185,000					
Structural Study	150,000					150,000	
Raw Water Line at Naylor Mill Road	1,000,000	195,000		300,000		505,000	
Transfer From Sewer Impact	700,000				700,000		
Water Sewer Fund Total >>	2,280,000	380,000	0	300,000	700,000	900,000	0
<u>Parking Fund</u>							
Parking Garage Lot 1	10,750,000						10,750,000
Parking Fund Total >>	10,750,000	0	0	0	0	0	10,750,000

Notes:

(1) The above schedule authorizes transfer of \$700,000 from the Sewer Impact Fund to the Revolving Fund in order to fund maintenance projects.

Schedule C City Fiscal Year 2023 Appropriations for Grant-Funded Expenditures

Schedule C: City Fiscal Year 2023 Appropriations for Grant-Funded Expenditure:										
Grant Name	Appropriation					Grant Dates		Funding		
	Funding by Grant			Funding by Grant Match		Start Date	End Date	Source	CFDA #	Dept/Agency
	Total	Prior Yrs	FY 2023	Amount	Account					
Comcast - Public, Educational & Governmental (PEG) Fees										
FY23 - PEG Fees from Comcast	63,000		63,000	N/A	N/A	7/1/2022	6/30/2023	Private	N/A	Comcast
Housing & Community Development										
FY23 - Homeless Solutions Program - Federal Funds (ESG)	20,000		20,000	N/A	N/A	7/1/2022	6/30/2023	Federal	14.231	DHCD
FY23 - Homeless Solutions Program - State Funds	25,000		25,000	N/A	N/A	7/1/2022	6/30/2023	State	N/A	DHCD
FY23 - Projects for Assistance in Transition from Homelessness (PATH)	30,000		30,000	N/A	N/A	7/1/2022	6/30/2023	Federal	93.150	SAMHSA
FY23 - DHCD SRP - Strategic Demolition Fund (SDF) - Sby N-hood Intervention Program	50,000		50,000	N/A	N/A	7/1/2022	6/30/2023	State	N/A	DHCD
PY22 - Community Development Block Grant (CDBG)	410,000		410,000	N/A	N/A	7/1/2022	N/A	Federal	14.218	HUD
FY23 - POS - Resurfacing of Existing Tennis Courts (DNR - Wic. Co.)	99,000		99,000	11,000	91001-599120	7/1/2022	6/30/2023	State	N/A	DNR
FY22 - POS - Zoo Special Events Pavilion, Phase 2 (DNR - Wic. Co.)	99,000	99,000		71,000	91001-599120	7/1/2022	6/30/2023	State	N/A	DNR
Infrastructure & Development Department										
FY22 - MEA Maryland Smart Energy Communities (MSEC)	35,000		35,000	N/A	N/A	7/1/2022	6/30/2023	State	N/A	MEA/MSEC
FY22 - MD Dept. of Transportation - State Aid Funds	44,000		44,000	N/A	N/A	7/1/2022	6/30/2023	State	N/A	MDOT
FY22 - MD Critical Area Commission - Grant-in-Aid Funds	4,000		4,000	N/A	N/A	7/1/2022	6/30/2023	State	N/A	MCAC
FY22 - Chesapeake & Coastal Services - North Prong Park	675,000		675,000	N/A	N/A	7/1/2022	6/30/2024	State	N/A	DNR
Water Works Department										
FY22 - ENR O&M Grant - MDE Bay Restoration Fund (BRF)	450,000		450,000	N/A	N/A	7/1/2021	6/30/2023	State	N/A	MDE / BRF
Salisbury Fire Department										
FY20 - Staffing -Adequate Fire & Emergency Response (SAFER)	2,716,236	2,716,236		N/A	N/A	8/31/2021	6/26/2025	Federal	97.083	DHS / FEMA
Salisbury Police Department										
FY23 - Bulletproof Vest Partnership (DOJ)	25,000		25,000	N/A	N/A	10/1/2022	9/30/2024	Federal	16.607	Dept. of Justice
FY23 - Bulletproof Vest Grant (GOCCP / DOJ-OJP)	9,000		9,000	N/A	N/A	10/1/2022	9/30/2024	Federal	16.607	OJP
FY22 - MCIN Coalition - Wicomico County	296,650		296,650	Unknown	Unknown	7/1/2022	6/30/2023	State	N/A	GOCCP
FY23 - MD Criminal Intelligence Network (MCIN)	350,000		350,000	N/A	N/A	7/1/2022	6/30/2023	State	N/A	GOCCP
FFY20 - Edward Byrne Memorial JAG	21,096		21,096	N/A	N/A	10/1/2019	9/30/2022	Federal	16.738	Dept. of Justice
FFY21 - Edward Byrne Memorial JAG	24,726		24,726	N/A	N/A	10/1/2020	9/30/2022	Federal	16.738	Dept. of Justice

Schedule C City Fiscal Year 2023 Appropriations for Grant-Funded Expenditures (page 2 of 2)

Schedule C: City Fiscal Year 2023 Appropriations for Grant-Funded Expenditures:										
Grant Name	Appropriation					Grant Dates		Funding		
	Funding by Grant			Funding by Grant Match		Start Date	End Date	Source	CFDA #	Dept/Agency
	Total	Prior Yrs	FY 2023	Amount	Account					
FFY22 - Edward Byrne Memorial JAG	24,000		24,000	N/A	N/A	10/1/2022	9/30/2024	Federal	16.738	Dept. of Justice
FFY23 - MD Highway Safety Office - Impaired Driver (DUI)	4,000		4,000	4,000	91001-599121	10/1/2022	9/30/2023	Federal	20.616	US DOT / MHSO
FFY23 - MD Highway Safety Office - Speed Enforcement	3,000		3,000	3,000	91001-599121	10/1/2022	9/30/2023	Federal	20.600	US DOT / MHSO
FFY23 - MD Highway Safety Office - Distracted Driver	3,000		3,000	3,000	91001-599121	10/1/2022	9/30/2023	Federal	20.600	US DOT / MHSO
FY22-23 - Expanded Development of Predictive Policing w/ Machine Learning (BJAG / GOCCP)	100,000		100,000	N/A	N/A	10/1/2022	9/30/2023	Federal	16.738	GOCCP / BJAG
FY 20 - Coronavirus Emergency Supplemental Funding Program (BJA)	78,445		78,445	N/A	N/A	1/20/2020	1/31/2023	Federal	16.034	OJP
FY21 - Community Policing Development (CPD) - De-Escalation Training Solicitation	105,158		105,158	N/A	N/A	9/1/2021	8/31/2023	Federal	16.710	COPS
FY21 - Collaborative Crisis Response Training Program (BJA)	100,000		100,000	N/A	N/A	10/1/2021	9/30/2024	Federal	16.745	OJP
FY23 - Police Recruitment & Retention Grant (PRAR / GOCCP)	20,000		20,000	N/A	N/A	7/1/2022	6/30/2023	State	N/A	GOCCP
FY23 - Police Recruitment & Retention Grant (PRAR / GOCCP)	24,000		24,000	N/A	N/A	7/1/2022	6/30/2023	State	N/A	GOCCP
2022 - State Aid For Police Protection Fund	558,865		558,865	N/A	N/A	7/1/2021	6/30/2022	State	N/A	GOCCP
2023 - State Aid For Police Protection Fund	550,000		550,000	N/A	N/A	7/1/2022	6/30/2023	State	N/A	GOCCP
FY18 - Wicomico County Adult Drug Treatment Court	443,469	443,469		N/A	N/A	1/1/2020	12/31/2022	Federal	16.585	Dept. of Justice
FFY23 - U.S. Marshals Program	7,000		7,000	N/A	N/A	10/1/2022	9/30/2023	Federal	16.111	US Marshals

Total	\$ 7,467,645	\$3,258,705	\$ 4,208,940	\$ 92,000						
--------------	---------------------	--------------------	---------------------	------------------	--	--	--	--	--	--

Some of the Community Development grants will require an FY23 match totaling \$82,000, which will be transferred from account number 91001-599120

The City's Housing First / Homeless Program will require a transfer from the General Fund in FY23 in the amount of \$108,697, which will be transferred from account number 91001-599200

Some of the Police Dept. grants will require an FY23 match, totaling \$10,000, which will be transferred from account number 91001-599121.

The Infrastructure & Development Dept. has applied for a FY22 - MEA Maryland Smart Energy Communities (MSEC) grant. The match for this grant of \$5,050 will be covered by Traffic (Org 22000) in kind labor.

This schedule serves to appropriate funds up to the amount listed and authorize the Mayor to expend grant funds for these programs up to the appropriation amount. Accounts will only be budgeted up to the amount included in the award letter. Awards that exceed the appropriation amount will require further council action. This also serves to authorize the Mayor to enter into any necessary agreements, contracts, or memoranda.

Authorized Positions Schedule

Position Title	Division	Org	FY23 Grade	FY19	FY20	FY21	FY22	FY23
City Clerk 11100	11100	11100						
City Clerk	11100	11100	12	1	1	1	1	1
Assistant City Clerk	11100	11100	8	1	1	1	1	1
Total City Clerk	11100	11100		2	2	2	2	2
Arts, Business & Culture 11600	ABC	11600						
Arts, Business and Culture Director (ABC Director)	ABC	11600	14	0	0	0	1	1
Director of Business Development	ABC	11600	12	1	1	1	1	1
Culture & Events Manager	ABC	11600	10	0	0	0	0	1
Administrative Assistant I/II/III	ABC	11600	5	0	0	1	1	1
Office Associate II	ABC	11600	2	1	1	0	0	0
Total Arts, Business & Culture	ABC	11600		2	2	2	3	4
Mayor's Office 12000	12000	12000						
City Administrator	12000	12000	18	1	1	1	1	1
Deputy City Administrator	12000	12000	17	2	1	1	1	1
Communication Coordinator/Media Specialist/Public Information Officer	12000	12000	7/8/9	1	2	2	2	2
Special Assistant for Intergov Affairs	12000	12000	8	0	0	0	1	1
Executive Admin Office Manager I/II/III	12000	12000	7	1	1	1	1	1
Executive Administrative Assistant I/II/III	12000	12000	6	0	0	0	1	1
Administrative Office Associate	12000	12000	4	1	0	0	0	0
Administrative Assistant I/II/III	12000	12000	5	0	1	1	0	0
Total Mayor's Office	12000	12000		6	6	6	7	7
Department of Finance 15000	15000	15000						
Asst Director of Finance - Operations	15000	15000	14	1	1	1	1	1
Asst Director of Finance - Accounting	15000	15000	14	1	1	1	1	1
Grants Manager	15000	15000	12	1	1	1	1	1
Payroll Accountant I/II	15000	15000	8/10	1	1	1	1	1
Grants - Coordinator/Specialist/Administrator (Frozen)	15000	15000	6/7/9	1	1	1	1	1
Accounts Payable Clerk I/II/III	15000	15000	7/8	1	1	1	1	1
Revenue Supervisor	15000	15000	9	0	0	0	1	1
Tax Revenue Specialist	15000	15000	8	1	1	1	1	1
Revenue Clerk I/II/III - Collections	15000	15000	5	1	1	1	1	1
Revenue Clerk I/II/III - Parking	15000	15000	5	1	1	1	1	1
Cashier I/II/III	15000	15000	4	0	1	1	1	1
Total Finance	15000	15000		9	10	10	11	11
Department of Procurement 16000	16000	16000						
Director of Procurement	16000	16000	14	1	1	1	1	1
Contract Specialist I/II/III	16000	16000	11/12	0	0	0	1	1
Senior Buyer I/II	16000	16000	8/9	1	1	1	0	0
Buyer I/II/III	16000	16000	8/9	1	1	1	1	1
Buyer Assistant	16000	16000	5	1	0	0	0	0
Administrative Assistant I/II/III	16000	16000	5	0	1	1	1	1
Total Procurement	16000	16000		4	4	4	4	4
Department of Information Services 18000	18000	18000						
Information Services Director	18000	18000	15	1	1	1	1	1
IS Assistant Director - GIS	18000	18000	13	1	1	1	1	1
IS Assistant Director - IS	18000	18000	13	1	1	1	1	1
GIS Analyst I/II/III/IV/SR	18000	18000	10	1	1	1	1	1
GIS Technician I/II/III/IV/SR	18000	18000	9	0	0	0	0	1
Network Admin I/II/III/IV/SR	18000	18000	9	1	1	1	1	1
System Administrator I/II/III/IV/SR	18000	18000	8	0	0	0	1	1
Computer Technician I/II/III/IV/SR	18000	18000	5	1	1	1	2	2
Total Department of Information Services	18000	18000		6	6	6	8	9
Human Resources 18500	18500	18500						

Authorized Positions Schedule

Position Title	Division	Org	FY23 Grade	FY19	FY20	FY21	FY22	FY23
Human Resources Director	18500	18500	16	1	1	1	1	1
Risk Manager	18500	18500	11	0	0	0	1	1
Human Resource - Assistant/Associate/ Sr Specialist	18500	18500	5/9/10	1	1	1	0	0
Human Resource Coordinator/Specialist/Administrator	18500	18500	8/10/11	0	0	0	2	2
Administrative Office Associate	18500	18500	4	1	1	0	0	0
Administrative Assistant I/II/III	18500	18500	5	0	0	1	1	1
Office Associate II/III	18500	18500	2/3	0	0	0	0	0
Total Human Resources	18500	18500		3	3	3	5	5
Planning and Zoning 19000	I & D	19000						
City Planner	I & D	19000	13	1	1	1	1	1
Total Planning and Zoning	I & D	19000		1	1	1	1	1
Salisbury Police Department 21021	21021	21021						
Chief of Police	21021	21021	PS13	1	1	1	1	1
Assistant Chief / Colonel	21021	21021	PS12	1	1	1	1	1
Major	21021	21021	PS11	1	1	1	0	0
Captain	21021	21021	PS10	2	2	2	2	2
Lieutenant	21021	21021	PS9	6	6	6	6	6
Sergeant	21021	21021	PS8	7	7	7	8	8
Corporal/Senior Corporal	21021	21021	PS6/7	7	7	7	9	9
Police Officer - Police Officer First Class*/Sr/Master	21021	21021	PS2-5	77	78	78	76	76
<i>*7 Police Officers are frozen (not funded) for FY22</i>								
Subtotal - Sworn Positions	21021	21021		102	103	103	103	103
Cadets	21021	21021	PS1	2	0	0	0	0
Logistics Manager	21021	21021	12	0	0	0	1	1
Quartermaster	21021	21021	10	1	1	1	1	1
Resource Manager	21021	21021	8	1	1	1	1	1
Crime Data Analyst	21021	21021	9	1	1	1	1	1
Intelligence Analyst	21021	21021	7	2	2	2	2	2
Admin I/II/III	21021	21021	5	1	1	1	1	1
Records Management Technician Supervisor	21021	21021	7	1	1	1	1	1
Chief Administrative Records Clerk	21021	21021	6	1	1	1	1	1
Victim Witness Coordinator/Specialist/Administrator	21021	21021	5/6/8	1	1	1	1	1
Evidence & Property Control Coordinator/Specialist/Administrator	21021	21021	7/8/9	2	2	2	2	2
Records Management Technician	21021	21021	5	3	3	3	3	3
Groundskeeper Custodian	21021	21021	4	2	2	2	2	2
Subtotal - Civilian Positions	21021	21021		18	16	16	17	17
Total Police	21021	21021		120	119	119	120	120
Police Communications 21025	21025	21025						
Police Communications Director	21025	21025	15	1	0	0	0	0
Police Communication Supervisor I	21025	21025	10	1	0	0	0	0
Police Communications Officer I / II / III	21025	21025	7	12	13	13	13	13
Total Police Communications	21025	21025		14	13	13	13	13
Animal Control 21029	21029	21029						
Animal Control Officer	21029	21029	5	2	2	2	2	2
Total 21029 Animal Control	21029	21029		2	2	2	2	2
Salisbury Fire Department 24035	24035	24035						
Fire Chief	24035	24035	PS9	1	1	1	1	1
Deputy Fire Chief	24035	24035	PS8	2	2	2	2	2
Assistant Fire Chief	24035	24035	PS7	5	5	5	6	6
Captain	24035	24035	PS6	6	7	7	6	6
Lieutenant	24035	24035	PS5	5	4	4	8	8
Sergeant EMT/PM	24035	24035	PS4/4P	26	8	8	8	13
Probationary/FF-PM/Driver-PM	24035	24035	PS1P-3P	28	22	22	24	19
Probationary/FF-EMT/Driver-EMT	24035	24035	PS1-3	0	24	24	30	30
Emergency Vehicle Technician III (EVT)	24035	24035	11	0	0	0	0	0

Authorized Positions Schedule

Position Title	Division	Org	FY23 Grade					
				FY19	FY20	FY21	FY22	FY23
Fire Inspector I/II/SR	24035	24035	7/8	1	1	1	1	1
Office Manager I/II/III	24035	24035	6	1	1	1	1	1
Office Associate III	24035	24035	3	1	1	0	0	0
Administrative Assistant I/II/III	24035	24035	5	0	0	1	1	1
Total 24035 Salisbury Fire Department	24035	24035		76	76	76	88	88
Salisbury Fire Volunteer 24040	24040	24040						
Volunteer Recruitment Coordinator	24040	24040	9	0	1	1	1	1
Total 24040 Salisbury Fire Volunteer	24040	24040		0	1	1	1	1
Building, Permitting and Inspections 25100								
BPI Manager	I & D	25100	14	1	1	1	1	1
Building Inspector	I & D	25100	8	1	1	1	1	1
Plumbing Inspector	I & D	25100	8	1	1	1	1	1
Planning and Permits Coordinantor	I & D	25100	7	1	1	1	0	0
Office Manager	I & D	25100	6	0	0	0	1	1
Total 25100 Building, Permitting and Inspections	I & D	25100		4	4	4	4	4
Housing and Community Development 25200	25200	25200						
HCDD Director	25200	25200	14	1	1	1	1	1
Assistant Director Comm Dev	25200	25200	12	0	0	0	0	0
Code Compliance Manager	25200	25200	10	0	1	1	1	1
Senior Code Enforcement Officer	25200	25200	9	1	0	0	0	0
Housing and Homelessness Manager	25200	25200	10	1	1	1	1	1
Code Compliance Officer I/II/III/SR	25200	25200	7/9	5	5	5	5	5
Office Manager I/II/III	25200	25200	6	1	1	1	1	1
Administrative Support Specialist	25200	25200	6	0	0	0	0	0
Administrative Records Clerk	25200	25200	5	1	1	0	0	0
Administrative Assistant I/II/III	25200	25200	5	0	0	1	1	1
Neighborhood Relations Manager	25200	25200	9	1	1	1	0	0
Community Relations Manager	25200	25200	10	0	0	0	1	1
Code Compliance Technician I/II/III/SR	25200	25200	7/9	1	1	1	1	1
Community Program Coordinator	25200	25200	7	0	0	0	1	1
Youth Development Specialist	25200	25200	5	1	1	1	0	0
Total Housing and Community Development	25200	25200		13	13	13	13	13
Transportation 22000	FO	22000						
Deputy Director	FO	22000	14	0	1	1	1	1
Transportation Superintendent	FO	22000	12	1	0	0	0	0
Traffic Systems Manager	FO	22000	11	1	1	1	1	1
Traffic Supervisor	FO	22000	8	1	1	1	0	0
Signal & Lighting Technician I/II/III/IV	FO	22000	7/8	1	1	1	2	2
Field Operations Technician I/II/III/IV	FO	22000	4/5/6	2	2	2	2	2
Total Transportation	FO	22000		6	6	6	6	6
Field Operations Administration 30000								
Director of Field Operations	FO	30000	16	1	1	1	1	1
Deputy Director	FO	30000	13	0	1	1	0	0
Safety Manager	FO	30000	11	1	1	1	0	0
Operations and Maintenance Superintendent	FO	30000	10	1	0	0	0	0
Asset and Facility Manager	FO	30000	11	0	0	0	1	1
Materials Manager	FO	30000	3	0	1	1	0	0
Office Manager I/II/III	FO	30000	6	1	1	1	1	1
Logistics Coordinator / Specialist / Administator	FO	30000	5/6	0	0	0	1	1
Administrative Assistant I/II/III	FO	30000	5	0	1	1	1	1
Administrative Office Associate	FO	30000	5	1	0	0	0	0
Supply/Records Clerk	FO	30000	2	1	0	0	0	0
Total Field Operations Administration	FO	30000		6	6	6	5	5
Infrastructure and Development 31000								

Authorized Positions Schedule

Position Title	Division	Org	FY23 Grade	FY19	FY20	FY21	FY22	FY23
Director of Infrastructure & Development	I & D	31000	16	1	1	1	1	1
Deputy Director	I & D	31000	14	0	0	0	0	1
Supervisor Civil Engineer	I & D	31000	13	1	1	1	1	1
Surveyor I/II	I & D	31000	12	1	1	1	1	1
Project Engineer I/II/III/IV	I & D	31000	11	3	4	4	4	4
Associate Planner II/III	I & D	31000	10	2	2	2	0	0
Transportation Project - Coordinator / Specialist / Officer	I & D	31000	8/10/11	1	1	1	1	1
Construction Inspector Supervisor	I & D	31000	9	1	1	0	0	0
Sustainability Specialist	I & D	31000	8	0	0	0	1	0
Construction Inspector I/II/III/SR	I & D	31000	8/9	2	3	4	4	4
Associate Planner I	I & D	31000	8	1	1	1	0	0
Drafting Supervisor	I & D	31000	8	1	1	1	1	1
CAD Drafter	I & D	31000	6	2	2	2	2	2
Planning Technician / Associate Planner I/II/III/SR	I & D	31000	5/8/10	1	1	1	4	4
Administrative Assistant I/II/III	I & D	31000	5	1	1	1	1	1
Survey Technician I/II/III/IV	I & D	31000	2/5	2	2	2	2	2
Sustainability - Coordinator / Specialist / Officer	I & D	31000	7/8/10	0	1	1	0	1
Total Infrastructure and Development	I & D	31000		20	23	23	23	24
Streets 31150	FO	31150						
Street Supervisor	FO	31150	8	1	1	1	1	1
Field Ops Tech - Crew Leader (Streets)	FO	31150	7	1	1	1	1	1
Field Operations Technician I / II / III/ IV	FO	31150	4/5/6	8	8	8	8	8
Total 31150 Streets	FO	31150		10	10	10	10	10
Collection/Disposal 32061	FO	32061						
Sanitation Manager	FO	32061	10	1	1	1	1	1
Sanitation Supervisor	FO	32061	7	1	1	1	1	0
Field Ops Tech - Crew Leader (Sanitation)	FO	32061	7	0	0	0	0	1
Field Operations Technician I / II / III/ IV	FO	32061	4/5/6	8	8	8	8	8
Americorp Volunteer	FO	32061		1	0	0	0	0
Total Collection/Disposal	FO	32061		11	10	10	10	10
Recycling 32062	FO	32062						
Field Operations Technician I / II / III/ IV	FO	32062	4/5/6	2	2	2	2	2
Total Recycling	FO	32062		2	2	2	2	2
Fleet Maintenance 34064	FO	34064						
Garage Supervisor	FO	34064	9	1	1	1	1	1
Automotive Mechanic I / II / III / SR (One position frozen)	FO	34064	6/7	4	4	4	4	4
Administrative Office Associate II/III	FO	34064	3/4	1	1	0	0	0
Administrative Assistant I/II/III	FO	34064	5	0	0	1	1	1
Total Fleet Maintenance	FO	34064		6	6	6	6	6
Carpenter Shop 35000	FO	35000						
Carpenter Supervisor	FO	35000	6	1	1	1	0	0
Special Projects Supervisor	FO	35000	7	0	0	0	1	1
Painter	FO	35000	2	1	1	0	0	0
Carpenter I/II/III	FO	35000	5/6	0	0	1	1	1
Total Carpenter Shop	FO	35000		2	2	2	2	2
Salisbury Zoo 40000	ABC	40000						
Zoo Director	ABC	40000	13	1	1	1	1	1
Zoo Veterinarian	ABC	40000	12	0	0	1	1	1
Marketing/Development	ABC	40000	10	1	1	1	1	0
Marketing and Outreach Manager	ABC	40000	10	0	0	0	0	1
Education Curator	ABC	40000	9	1	1	1	1	1
Animal Health Coordinator	ABC	40000	8	1	1	0	0	0
Veterinary Technician/Keeper	ABC	40000	8	0	0	1	1	1
Collections Operations Manager	ABC	40000	10	0	0	1	1	1

Authorized Positions Schedule

Position Title	Division	Org	FY23 Grade	FY19	FY20	FY21	FY22	FY23
Lead Zoo Keeper	ABC	40000	8	1	1	0	0	0
Collection Registrar	ABC	40000	8	1	1	1	1	1
Chief Accounts Clerk	ABC	40000	6	1	1	0	0	0
Administrative Assistant I/II/III	ABC	40000	5	0	0	1	1	1
Education Technician I/II/III	ABC	40000	5/7	1	1	1	1	1
Zookeeper I / II/ III / IV / SR	ABC	40000	4/5/7	5	5	5	5	5
Groundskeeper	ABC	40000	4	1	1	1	1	1
Total Salisbury Zoo	ABC	40000		14	14	15	15	15
Parks 45000	FO	45000						
Parks Manager	FO	45000	10	0	0	0	0	1
Parks Supervisor	FO	45000	8	1	1	1	1	0
Horticulturist	FO	45000	6	1	1	1	0	0
Field Operations Technician - Crew Leader	FO	45000	7	0	0	0	1	1
Field Operations Technician - I/II/III/IV (One position frozen)	FO	45000	4/5/6	1	1	1	6	6
Parks Maintenance Worker I/II/III	FO	45000	4	5	5	5	0	0
Total Parks	FO	45000		8	8	8	8	8
Parks Rec 45001								
Events Technical Manager	FO	45001	10	0	0	0	0	1
Events Technical Specialist	FO	45001	7	0	0	0	0	1
Total Parks Rec	FO	45001		0	0	0	0	2
Parking Authority 31154								
Parking Supervisor	PK/FO	31154	7	1	1	1	1	1
Parking Revenue Clerk I/II/III	PK/FO	31154	3	1	1	1	1	1
Parking Maintenance Worker I/II/III	PK/FO	31154	3/4	1	1	1	1	1
Parking Enforcement Officer I/II	PK/FO	31154	3	1	1	1	1	1
Total Parking Authority	PK/FO	31154		4	4	4	4	4
Street Sweeping 60820	FO	60820						
Field Operations Technician I/II/III/IV	FO	60820	4/5/6	3	3	3	3	3
Total Street Sweeping	FO	60820		3	3	3	3	3
Water Engineering 81080								
Project Engineer	I & D	81080	11/12	1	0	0	0	0
Total Water Engineering	I & D	81080		1	0	0	0	0
Water Fund Billing 81570	WW	81570						
Utility Billing Supervisor	WW	81570	8	1	1	1	1	1
Cashier I/II/III	WW	81570	4	1	1	1	1	1
Total Water Fund Billing	WW	81570		2	2	2	2	2
Water Plant 82075	WW	82075						
Superintendent Water Treatment Plant	WW	82075	13	1	1	1	1	1
Asst Water Treatment Plant Supt	WW	82075	10	1	1	1	1	1
Water Plant Maint Operator I/II	WW	82075	9	1	1	1	2	2
Water Treatment Plant Operator I/II/III/SR	WW	82075	7/8/9	8	8	8	8	8
Quality Control/Sample Technician I/II/III/SR	WW	82075	5/6/7	1	1	1	1	1
Administrative Office Associate	WW	82075	4	1	1	0	0	0
Administrative Assistant I/II/III	WW	82075	5	0	0	1	1	1
Total Water Plant	WW	82075		13	13	13	14	14
Utilities Water 82076	WW	82076						
Superintendent Utilities	WW	82076	12	1	1	1	1	1
Utility Section Chief	WW	82076	8	2	2	2	2	2
Utility Supervisor	WW	82076	7	0	0	0	0	0
Administrative Assistant I/II/III	WW	82076	5	1	1	1	0	0
Utility Technician I / II / III / SR (One position frozen)	WW	82076	5/6/7	5	5	5	5	5
Utility Locator I/ II/ III/ SR	WW	82076	5/6/7	1	1	1	1	1

Authorized Positions Schedule

Position Title	Division	Org	FY23 Grade	FY19	FY20	FY21	FY22	FY23
Meter Technician I/II/III	WW	82076	3/4	1	1	1	2	2
Meter Reader I/II	WW	82076	3	1	1	1	0	0
Total Utilities Water	WW	82076		12	12	12	11	11
83000 Water Administration								
Director Water Works	WW	83000	16	1	1	1	1	1
Water Works Program - Coordinator / Specialist / Administrator	WW	83000	8	1	1	1	1	1
Total Water Administration	WW	83000		2	2	2	2	2
Sewer Engineering 84080								
Construction Inspector	I & D	84080	8	1	0	0	0	0
Total Sewer Engineering	I & D	84080		1	0	0	0	0
Sewer Billing 85070	WW	85070						
Finance Director	WW	85070	16	1	1	1	1	1
Accountant II/III	WW	85070	11/12	1	1	1	1	1
Utility Billing Clerk I/II/III	WW	85070	5	2	2	2	2	2
Total Sewer Billing	WW	85070		4	4	4	4	4
Wastewater Treatment 86083	WW	86083						
Superintendent WWTP	WW	86083	13	1	1	1	1	1
Asst WWTP Superintendent	WW	86083	11	0	0	0	0	0
WWTP Operations Chief	WW	86083	10	1	1	1	1	1
Laboratory Supervisor	WW	86083	9	1	1	1	1	1
WWTP Maintenance Chief	WW	86083	10	1	1	1	1	1
Biosolids Manager	WW	86083	9	1	1	1	1	1
WWTP Shift Supervisor	WW	86083	9	0	0	0	0	0
Materials Supervisor	WW	86083	8	1	1	1	1	1
Chemist	WW	86083	8	0	0	0	0	0
Electrician Supervisor	WW	86083	9	1	1	1	1	1
Biosolids Operator I/II/III	WW	86083	6/7	1	3	3	3	3
CMMS Tech	WW	86083	5	1	1	1	1	1
Instrumentation Tech	WW	86083	6	1	1	1	0	0
WWTP Operator I / II / III / SR	WW	86083	7/8/9	11	9	9	9	9
Plant Mechanic I/II	WW	86083	6/7	5	5	5	0	0
Administrative Assistant I/II/III	WW	86083	5	1	1	1	1	1
Lab Technician I/II/III	WW	86083	6/7	2	2	2	2	2
Assistant Plant Mechanic / Plant Mechanic I/II/III	WW	86083	5/6/7	1	1	1	7	7
Groundskeeper	WW	86083	4	1	1	1	1	1
Total Wastewater Treatment	WW	86083		31	31	31	31	31
Utilities Sewer 86085	WW	86085						
Assistant Utilities Superintendent	WW	86085	9	1	1	1	1	1
Utility Section Chief	WW	86085	8	2	2	2	2	2
Utility Tech I / II / III	WW	86085	5/6/7	7	7	7	7	7
Meter Tech I/II/III	WW	86085	3/4	1	1	1	2	2
Water Meter Reader I/II	WW	86085	3/6	1	1	1	0	0
Total Utilities Sewer	WW	86085		12	12	12	12	12
Pretreatment Monitoring 86086	WW	86086						
Pretreatment Coordinator	WW	86086	9	1	1	1	1	1
Pretreatment Technician I/II/III/SR	WW	86086	5/6	2	2	2	2	2
Total Pretreatment Monitoring	WW	86086		3	3	3	3	3
Grand Totals				435	435	436	455	460

Department	Division	FY19	FY20	FY21	FY22	FY23
City Clerk		2	2	2	2	2
Mayor's Office		5	4	4	5	5
	Public Information Office	1	2	2	2	2
Human Resources		3	3	3	5	5
Arts, Business & Culture	Business Development	2	2	2	3	4
	Zoo	14	14	15	15	15
Finance	Accounting	9	10	10	11	11
	Water Billing	2	2	2	2	2
	Sewer Billing	4	4	4	4	4
Procurement		4	4	4	4	4
Information Services	Information Technology	4	4	4	6	7
	GIS	2	2	2	2	2
Police	Sworn	102	103	103	103	103
	Non-Sworn	18	16	16	17	17
	Public Safety Communications	14	13	13	13	13
	Animal Control	2	2	2	2	2
Fire	Sworn	73	73	73	85	85
	Non-Sworn	3	3	3	3	3
	Volunteer	0	1	1	1	1
Housing & Community Development		13	13	13	13	13
Infrastructure & Development						
	Engineering	20	23	23	23	24
	Water Engineering	1	0	0	0	0
	Sewer Engineering	1	0	0	0	0
	Planning & Development	1	1	1	1	1
	Plan Review/Inspections	4	4	4	4	4
Field Operations						
	Field Ops Administration	6	6	6	5	5
	Streets	10	10	10	10	10
	Traffic	6	6	6	6	6
	Parking	4	4	4	4	4
	Street Cleaning	3	3	3	3	3
	Waste Collection/Disposal	11	10	10	10	10
	Recycling	2	2	2	2	2
	Fleet Management	6	6	6	6	6
	Carpenter	2	2	2	2	2
	Parks	8	8	8	8	10
Water Works						
	Water Administration	2	2	2	2	2
	Water Treatment	13	13	13	14	14
	Water Utilities	12	12	12	11	11
	Wastewater Treatment	31	31	31	31	31
	Sewer Utilities	12	12	12	12	12
	Pretreatment Monitoring	3	3	3	3	3
	Totals	435	435	436	455	460

FY 23 Retiree Health Rates

Valid 9/1/22 - 8/31/23

Plan Type	Contract <i>Month</i>	Contract <i>Year</i>	Retiree Share <i>Year</i>	Retiree Share <i>Monthly</i>	City Maximum <i>Current</i>
<u>EPO</u>					
Individual	599.49	7,193.88	3,596.94	299.75	3,600
Parent/Child	1,114.66	13,375.92	6,687.96	557.33	7,000
Employee/Spouse	1,570.77	18,849.24	9,424.62	785.39	9,500
Family	1,703.17	20,438.04	10,219.02	851.59	10,300
				-	
<u>PPO</u>					
Individual	706.78	8,481.36	4,240.68	353.39	4,300
Parent/Child	1,316.79	15,801.48	7,900.74	658.40	8,000
Employee/Spouse	1,856.00	22,272.00	11,136.00	928.00	11,200
Family	2,009.14	24,109.68	12,054.84	1,004.57	12,100
			-	-	
Medicare Supplement (65 & Older)					
Retiree 65	647.76	7,773.12	3,886.56	323.88	3,900
Retiree 65 w Spouse/65	1,295.52	15,546.24	7,773.12	647.76	7,800

Medicare Supplemental Insurance includes Medical, Dental Prescription, and Vision coverage.

Pay Scale
Grade and Step Schedule

Grade	Step 1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	Step 25	26	27	28	29	30
3	25,935	26,453	26,982	27,522	28,073	28,634	29,207	29,791	30,387	30,994	31,614	32,246	32,891	33,549	34,220	34,905	35,603	36,315	37,041	37,782	38,538	39,308	40,094	40,896	41,714	42,548	43,399	44,267	45,153	46,056
4	28,009	28,570	29,141	29,724	30,318	30,925	31,543	32,174	32,817	33,474	34,143	34,826	35,523	36,233	36,958	37,697	38,451	39,220	40,004	40,804	41,620	42,453	43,302	44,168	45,051	45,952	46,871	47,808	48,765	49,740
5	30,251	30,856	31,473	32,103	32,745	33,400	34,068	34,749	35,444	36,153	36,876	37,613	38,366	39,133	39,916	40,714	41,528	42,359	43,206	44,070	44,951	45,850	46,767	47,703	48,657	49,630	50,623	51,635	52,668	53,721
6	32,670	33,324	33,990	34,670	35,363	36,071	36,792	37,528	38,278	39,044	39,825	40,621	41,434	42,263	43,108	43,970	44,849	45,746	46,661	47,594	48,546	49,517	50,508	51,518	52,548	53,599	54,671	55,764	56,880	58,017
7	35,283	35,989	36,709	37,443	38,192	38,956	39,735	40,529	41,340	42,167	43,010	43,870	44,748	45,643	46,555	47,487	48,436	49,405	50,393	51,401	52,429	53,478	54,547	55,638	56,751	57,886	59,044	60,225	61,429	62,658
8	38,107	38,869	39,647	40,439	41,248	42,073	42,915	43,773	44,648	45,541	46,452	47,381	48,329	49,295	50,281	51,287	52,313	53,359	54,426	55,515	56,625	57,757	58,913	60,091	61,293	62,519	63,769	65,045	66,346	67,672
9	41,155	41,979	42,818	43,674	44,548	45,439	46,348	47,275	48,220	49,185	50,168	51,172	52,195	53,239	54,304	55,390	56,498	57,628	58,780	59,956	61,155	62,378	63,625	64,898	66,196	67,520	68,870	70,248	71,653	73,086
10	44,447	45,336	46,242	47,167	48,111	49,073	50,054	51,055	52,076	53,118	54,180	55,264	56,369	57,497	58,647	59,819	61,016	62,236	63,481	64,750	66,046	67,366	68,714	70,088	71,490	72,920	74,378	75,866	77,383	78,931
11	48,003	48,963	49,943	50,942	51,960	53,000	54,060	55,141	56,244	57,369	58,516	59,686	60,880	62,098	63,339	64,606	65,898	67,216	68,561	69,932	71,331	72,757	74,212	75,697	77,210	78,754	80,329	81,936	83,575	85,246
12	51,844	52,881	53,938	55,017	56,117	57,240	58,384	59,552	60,743	61,958	63,197	64,461	65,750	67,065	68,407	69,775	71,170	72,594	74,045	75,526	77,037	78,578	80,149	81,752	83,387	85,055	86,756	88,491	90,261	92,066
13	55,991	57,111	58,253	59,418	60,606	61,818	63,055	64,316	65,602	66,914	68,253	69,618	71,010	72,430	73,879	75,356	76,864	78,401	79,969	81,568	83,200	84,864	86,561	88,292	90,058	91,859	93,696	95,570	97,482	99,431
14	60,470	61,679	62,913	64,171	65,455	66,764	68,099	69,461	70,850	72,267	73,713	75,187	76,691	78,224	79,789	81,385	83,012	84,673	86,366	88,093	89,855	91,652	93,485	95,355	97,262	99,207	101,191	103,215	105,280	107,385
15	65,309	66,615	67,947	69,306	70,692	72,106	73,548	75,019	76,519	78,050	79,611	81,203	82,827	84,484	86,173	87,897	89,655	91,448	93,277	95,142	97,045	98,986	100,966	102,985	105,045	107,146	109,289	111,475	113,704	115,978
16	70,532	71,943	73,382	74,849	76,346	77,873	79,431	81,019	82,640	84,293	85,978	87,698	89,452	91,241	93,066	94,927	96,826	98,762	100,737	102,752	104,807	106,903	109,041	111,222	113,447	115,716	118,030	120,391	122,799	125,255
17	76,174	77,698	79,252	80,837	82,454	84,103	85,785	87,500	89,250	91,035	92,856	94,713	96,608	98,540	100,510	102,521	104,571	106,663	108,796	110,972	113,191	115,455	117,764	120,119	122,522	124,972	127,472	130,021	132,622	135,274
18	82,269	83,914	85,593	87,305	89,051	90,832	92,648	94,501	96,391	98,319	100,286	102,291	104,337	106,424	108,552	110,723	112,938	115,197	117,501	119,851	122,248	124,692	127,186	129,730	132,325	134,972	137,671	140,424	143,233	146,097

			1	2	3	4	5	6
Probationar	1		38,250					
Probationar	1P		43,758					
FF/EMT 1	2		40,163	40,966	41,785	42,621	43,473	44,343
FF/PM 1	2P		45,946	46,865	47,802	48,758	49,733	50,728
Driver/EMT	3		41,367	42,195	43,039	43,899	44,777	45,673
Driver/PM	3P		47,324	48,271	49,236	50,221	51,225	52,250
Sergeant	4		43,436	44,304	45,191	46,094	47,016	47,957
Sergeant	4P		49,690	50,684	51,698	52,732	53,787	54,862
LT	5		52,672	53,725	54,800	55,896	57,014	58,154
CPT	6		55,938	57,056	58,197	59,361	60,549	61,760
AC	7		59,294	60,480	61,689	62,923	64,182	65,465
DC	8		62,851	64,108	65,391	66,698	68,032	69,393
FC	9		66,623	67,955	69,314	70,700	72,114	73,557

7	8	9	10	11	12	13	14	15
45,229	46,134	47,057	47,998	48,958	49,937	50,936	51,954	52,994
51,743	52,777	53,833	54,910	56,008	57,128	58,271	59,436	60,625
46,586	47,518	48,468	49,438	50,427	51,435	52,464	53,513	54,583
53,295	54,361	55,448	56,557	57,688	58,842	60,019	61,219	62,443
48,916	49,894	50,892	51,910	52,948	54,007	55,087	56,189	57,313
55,960	57,079	58,220	59,385	60,572	61,784	63,020	64,280	65,566
59,317	60,503	61,714	62,948	64,207	65,491	66,801	68,137	69,499
62,995	64,255	65,540	66,851	68,188	69,551	70,942	72,361	73,808
66,774	68,110	69,472	70,862	72,279	73,724	75,199	76,703	78,237
70,781	72,197	73,641	75,113	76,616	78,148	79,711	81,305	82,931
75,028	76,528	78,059	79,620	81,213	82,837	84,494	86,183	87,907

16	17	18	19	20	21	22	23	24
54,053	55,135	56,237	57,362	58,509	59,679	60,873	62,090	63,332
61,837	63,074	64,335	65,622	66,935	68,273	69,639	71,031	72,452
55,675	56,789	57,924	59,083	60,264	61,470	62,699	63,953	65,232
63,692	64,966	66,265	67,591	68,943	70,321	71,728	73,162	74,626
58,459	59,628	60,821	62,037	63,278	64,543	65,834	67,151	68,494
66,877	68,214	69,579	70,970	72,390	73,837	75,314	76,820	78,357
70,889	72,307	73,753	75,228	76,733	78,268	79,833	81,430	83,058
75,285	76,790	78,326	79,893	81,490	83,120	84,783	86,478	88,208
79,802	81,398	83,026	84,686	86,380	88,108	89,870	91,667	93,500
84,590	86,282	88,007	89,767	91,563	93,394	95,262	97,167	99,110
89,665	91,458	93,288	95,153	97,056	98,998	100,978	102,997	105,057

25	26	27	28	29	30
64,599	65,891	67,209	68,553	69,924	71,322
73,901	75,379	76,887	78,424	79,993	81,593
66,537	67,868	69,225	70,609	72,022	73,462
76,118	77,640	79,193	80,777	82,393	84,041
69,864	71,261	72,686	74,140	75,623	77,135
79,924	81,523	83,153	84,816	86,512	88,243
84,719	86,414	88,142	89,905	91,703	93,537
89,972	91,772	93,607	95,479	97,389	99,336
95,370	97,278	99,223	101,208	103,232	105,297
101,093	103,114	105,177	107,280	109,426	111,614
107,158	109,301	111,487	113,717	115,991	118,311

APPENDIX B

WCCO/MSP Pay Range FY2014

FY22 SPD Pay Scale	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7	Step 8	Step 9	Step 10	Step 11	Step 12	Step 13	Step 14	Step 15	Step 16	Step 17	Step 18	Step 19
Police Officer Trainee	45,960																		
Police Officer	45,960	48,051	49,133	50,237	51367	52,524	53,705	54,914	56,150	57,413	58,705	60,026	61,376	62,757	64,169	65,613	67,089	68,598	70,143
Police Officer 1st Class (PFC)	51,400	52,584	53,794	55,033	56,268	57,534	58,829	60,153	61,506	62,890	64,304	65,752	67,231	68,744	70,290	71,872	73,490	75,142	76,833
Senior Police Officer (SPO)	52,886	54,103	55,349	56,622	57,925	59,259	60,592	61,956	63,350	64,775	66,232	67,723	69,246	70,804	72,398	74,027	75,692	77,395	79,137
Master Police Officer (MPO)	54,417	55,670	56,951	58,262	59,603	60,975	62,378	63,814	65,250	66,718	68,219	69,754	71,323	72,928	74,569	76,247	77,963	79,716	81,510
Corporal (Secondary Squad Supervisor)	61,196	62,605	64,045	65,520	67,028	68,536	70,078	71,655	73,267	74,915	76,601	78,324	80,087	81,890	83,731	85,616	87,542	89,512	91,525
Senior Corporal (Secondary Squad Supervisor)	63,031	64,482	65,966	67,486	69,039	70,592	72,180	73,805	75,464	77,163	78,900	80,674	82,490	84,346	86,243	88,185	90,168	92,197	94,272
Sergeant (Squad Supervisor)	64,922	66,416	67,945	69,510	71,111	73,845	75,507	77,205	78,942	80,719	82,535	84,392	86,291	88,233	90,218	92,248	94,323	96,445	98,616
Lieutenant (Squad Commander)	70,897	72,528	74,198	75,905	77,653	79,440	81,227	83,097	84,967	86,878	88,834	90,832	92,876	94,966	97,102	99,287	101,521	103,806	106,140
Captain (Division Commander)	78,736	80,548	82,402	84,256	86,240	88,224	90,255	92,333	94,411	96,535	98,707	100,928	103,199	105,520	107,895	110,322	112,805	115,343	117,938
Major (Division Commander)	85,863	87,839	89,861	91,883	94,046	96,210	98,426	100,640	102,905	105,220	107,587	110,008	112,483	115,015	117,602	120,248	122,954	125,720	128,549
Colonel (Assistant Chief of Police)	93,264	95,411	97,607	99,803	102,152	104,503	106,909	109,313	111,773	114,289	116,860	119,489	122,177	124,927	127,737	130,612	133,551	136,555	139,627
Chief of Police (Department Head)	98,928	101,206	103,535	105,918	108,300	110,850	113,403	115,954	118,563	121,231	123,959	126,748	129,600	132,516	135,497	138,546	141,663	144,850	148,110

ORDINANCE NO. 2722

AN ORDINANCE OF THE CITY OF SALISBURY, MARYLAND TO AMEND WATER AND SEWER RATES TO INCREASE RATES BY 8% AND MAKING SAID CHANGES EFFECTIVE FOR ALL BILLS DATED OCTOBER 1, 2022 AND THEREAFTER UNLESS AND UNTIL SUBSEQUENTLY REVISED OR CHANGED.

RECITALS

WHEREAS, the water and sewer rates must be revised in accordance with the proposed Fiscal Year 2023 Budget of the City of Salisbury and the appropriations thereby made and established for purposes of the Water and Sewer Departments.

NOW, THEREFORE, BE IT ORDAINED AND ENACTED BY THE COUNCIL OF THE CITY OF SALISBURY THAT, the water and sewer rate schedule set forth herein shall be adopted as follows:

Section 1.

A. Water and Sewer Rate Schedules:

Schedule I Metered Water Changes – In City Rates

Residential and Small Commercial	
Minimum Charge	\$23.80 \$25.70 / quarter
Commodity Charge	\$3.55 \$3.84 / thousand gallons
Commercial	
Customer Charge	\$445.29 \$480.91 / quarter
Commodity Charge	\$2.06 \$2.23 / thousand gallons
Large Commercial/Industrial	
Customer Charge	\$688.17 \$743.23 / quarter
Commodity Charge	\$1.65 \$1.78 / thousand gallons

Schedule II Metered Water Charges – Outside City Rates

Residential and Small Commercial	
Minimum Charge	\$47.60 \$51.40 / quarter
Commodity Charge	\$7.10 \$7.67 / thousand gallons
Commercial	
Customer Charge	\$890.58 \$961.82 / quarter
Commodity Charge	\$4.14 \$4.47 /thousand gallons
Large Commercial/Industrial	
Customer Charge	\$1,376.36 \$1,486.47 / quarter
Commodity Charge	\$3.33 \$3.60 /thousand gallons

Schedule III Metered Water Charges – Wor-Wic Community College and Urban Service District Rates

Residential and Small Commercial	
Minimum Charge	\$35.68 \$38.54/ quarter
Commodity Charge	\$5.33 \$5.76/ thousand gallons
Commercial	
Customer Charge	\$667.94 \$721.37/ quarter
Commodity Charge	\$3.10 \$3.35/ thousand gallons
Large Commercial/Industrial	
Customer Charge	\$1,032.27 \$1,114.85/ quarter
Commodity Charge	\$2.49 \$2.69/ thousand gallons

Schedule IV Sewer Charges – In City Rates

Residential and Small Commercial	
Minimum Charge	\$58.77 \$63.48/ quarter
Commodity Charge	\$8.81 \$9.52/ thousand gallons
Commercial	
Customer Charge	\$1,110.26 \$1,199.08/ quarter
Commodity Charge	\$5.13 \$5.54/ thousand gallons
Large Commercial/Industrial	
Customer Charge	\$1,712.63 \$1,849.64/ quarter
Commodity Charge	\$4.10 \$4.43/ thousand gallons

Schedule V Sewer Charges – Outside City Rates

Residential and Small Commercial	
Minimum Charge	\$117.56 \$126.97/ quarter
Commodity Charge	\$17.63 \$19.05 / thousand gallons
Commercial	
Customer Charge	\$2,220.51 \$2,398.15/ quarter
Commodity Charge	\$10.23 \$11.05/ thousand gallons
Large Commercial/Industrial	
Customer Charge	\$3,425.27 \$3,699.29/ quarter
Commodity Charge	\$8.23 \$8.88/ thousand gallons

Schedule VI Sewer Charges – Wor-Wic Community College and Urban Service District Rates

Residential and Small Commercial

Minimum Charge	\$88.17 \$95.23/ quarter
Commodity Charge	\$13.23 \$14.29/ thousand gallons

Commercial

Customer Charge	\$1,665.39 \$1,798.62/ quarter
Commodity Charge	\$7.66 \$8.28/ thousand gallons

Large Commercial/Industrial

Customer Charge	\$2,568.94 \$2,774.45/ quarter
Commodity Charge	\$6.18 \$6.67/ thousand gallons

Schedule VII Sewer Charges – Sewer Only Customers

Rate	Number of fixtures	Quarterly In City Rate	Quarterly Outside City Rate	Quarterly Urban Service District Rate
	1 One to two fixtures	\$75.17 \$81.19	\$150.35 \$162.38	\$112.77 \$121.79
	2 Three to five fixtures	\$112.77 \$121.79	\$225.54 \$243.58	\$169.15 \$182.68
	3 Six to twenty fixtures	\$162.07 \$175.04	\$324.14 \$350.07	\$243.10 \$262.55
	For every five fixtures over twenty	\$66.84 \$72.18	\$133.66 \$144.35	\$100.24 \$108.26

Schedule VIII Commercial and Industrial Activities

	Annual In City Rate	Annual Outside City Rate
1) For each fire service	\$373	\$746
2) For each standby operational service	\$373	\$746

B. Definitions:

Residential and Small Commercial Customers – These customers have average water utilization of less than 300,000 gallons in a quarter.

Commercial Customers – These customers have average water utilization of 300,000 gallons to 600,000 gallons per quarter.

Large Commercial/Industrial – These customers have average water utilization over 600,000 gallons per quarter.

Average Water Utilization Per Quarter – This will be based on annual consumption divided by 4 to get average quarterly water utilization.

C. Calculation of Bills:

For Residential and Small Commercial Customers – The minimum charge for both water and sewer will apply if water service is turned on at the water meter and usage is 0-6,000 gallons per quarter. Only the City can turn a meter on and off. For usage of 7,000 gallons and above, the commodity charge will be applied for each 1,000 gallons used and the minimum charge will not be applied.

For Commercial and Large Commercial/Industrial Customers – Every quarterly bill will receive a customer charge for both water and sewer. Then for each thousand gallons used the appropriate commodity charge will be applied.

BE IT FURTHER ENACTED AND ORDAINED BY THE COUNCIL OF THE CITY OF SALISBURY, as follows:

Section 2. It is the intention of the Mayor and Council of the City of Salisbury that each provision of this Ordinance shall be deemed independent of all other provisions herein.

Section 3. It is further the intention of the Mayor and Council of the City of Salisbury that if any section, paragraph, subsection, clause or provision of this Ordinance shall be adjudged invalid, unconstitutional or otherwise unenforceable under applicable Maryland or federal law, such adjudication shall apply only to the section, paragraph, subsection, clause or provision so adjudged and all other provisions of this Ordinance shall remain and shall be deemed valid and enforceable.

Section 4. The recitals set forth hereinabove are incorporated into this section of the Ordinance as if such recitals were specifically set forth at length in this Section 4.

Section 5. This Ordinance shall become effective with the bills dated October 1, 2022 and after.

THIS ORDINANCE was introduced and read at a Meeting of the Mayor and Council of the City of Salisbury held on the 25th day of April, 2022 and thereafter, a statement of the substance of the Ordinance having been published as required by law, in the meantime, was finally passed by the Council of the City of Salisbury on the 6th day of June, 2022.

ATTEST:

Kimberly R. Nichols, City Clerk

John R. Heath, City Council President

Approved by me, this _____ day of _____, 2022.

Jacob R. Day, Mayor

1
2
3
4
5
6
7
8
9
0
1
2
3
4
5
6
7
8
9
0
1
2
3
4
5
6
7
8
9
0
1
2
3
4
5
6
7

RECITALS

WHEREAS, the fees charges by the City are reviewed and then revised in accordance with the adoption of the Fiscal Year 2023 Budget of the City of Salisbury; and

WHEREAS, some fee amounts to be charged and otherwise assessed by the City of Salisbury in Fiscal Year 2022 may have been inadvertently omitted from the FY 2022 Fee Schedule attached hereto and incorporated herein as Exhibit 1, and any fee amount not listed in the said FY 2022 Fee Schedule shall be and remain the fee amount set forth in the City of Salisbury Municipal Code.

Section 1. The fee amounts set forth in the FY 2023 Fee Schedule (the “**FY23 Fee Schedule**”) attached hereto as Exhibit 1 and incorporated herein, as if fully set forth in this Section 1, are hereby adopted by the Council of the City of Salisbury; and, furthermore, the fee amounts set forth in the FY23 Fee Schedule shall supersede the corresponding fee amounts set forth in the City of Salisbury Municipal Code until one or more of such fee amounts are subsequently amended.

Section 2. It is the intention of the Mayor and Council of the City of Salisbury that each provision of this Ordinance shall be deemed independent of all other provisions herein.

Section 4. The recitals set forth hereinabove are incorporated into this section of the Ordinance as if such recitals were specifically set forth at length in this Section 4.

Section 5. This Ordinance shall become effective as of July 1, 2022.

48
49 **THIS ORDINANCE** was introduced and read at a Meeting of the Mayor and Council
50 of the City of Salisbury held on the 25th day of April, 2022 and thereafter, a statement of the
51 substance of the Ordinance having been published as required by law, in the meantime, was
52 finally passed by the Council of the City of Salisbury on the 6th day of June, 2022.
53

54
55 **ATTEST:**
56

57
58 _____
59 Kimberly R. Nichols, City Clerk
60

57
58 _____
59 John R. Heath, President
60 Salisbury City Council
61

62
63
64 APPROVED BY ME THIS _____ day of _____, 2022.
65

66
67 _____
Jacob R. Day, Mayor

FY 2023 Fee Schedule

Licenses			
Alarm Company	80	Per year, Per Code 8.040.30	Police Dept
Amusement		Per Code 5.24.020	Finance
1-5 Machines	500	Per year	
6-10 machines	665	Per year	
11-15 machines	830	Per Year	
Greater than 15 machines	1,500	Per Year	
Billboard License	0.55 1.65	Per Year, per square foot	Finance
Transient Merchants and Mobile Vendors		Per Code 5.32.070	Bus Dev
New application	100		
Renewal	50	Per year	
Hotel License	50	Per Code 5.68.060	Bus Dev
Door to Door Solicitors	50 100	Plus \$40 background check performed, Per year, Per Code 5.34.070	City Clerk
Pool Table		Per Code 5.48.020	Finance
1	10	Each	
Additional tables over 1	5	Each	
Restaurant	80	Per year, Per Code 5.52.060	Finance
Theatre	75	Per year, Per Code 5.60.040	Police Dept
Towing Company			Police Dept
Application Fee	80		
License	80	Per Code 5.64.030	

Misc. Fees (by Business Development)			
Food Truck Pad Rental	50	Per month	
Trolley Rental Fee			
Hourly rate	150	Per hour, private event or for-profit business	
Hourly rate	125	Per hour, non-profit or government entity	

Misc. Fees (by Finance)			
Return Check Fee	40		

Misc. Fees (by City Clerk)			
Sale of Code Book		Each, Set by Resolution, Per Code 1.04.080	
Financial Disclosure Statement Late Fee	20	Per day for 5 days, then \$10 per day up to max of \$250; Per Code 1.12.060	
Circus or Horsemanship Event Fee	75	Per day, Per Code 5.44.010	
Other Exhibitions	5	Per day, Per Code 5.44.010	
Commercial Sound Truck Operation Fee	1	Per Code 8.20.080	
Filing Fee (Mayoral Candidates)	25	SC-8	
Filing Fee (City Council Candidates)	15	SC-8	
Bankrupt, Fire and Close-out sales	5	Per month, Renewal – \$50/month, Per code 5.16.010	

FY 2023 Fee Schedule

Landlord Licenses and Other Misc. fees (by the HCDD Department)		
Landlord License Fee 1st Year		Per Code 15.26.050
If paid within 60 days	120	
If paid by between 61-150 days	185	
If paid after 150 days	315	
Landlord License Unit Registration 1st Year		Per Code 15.26.040
If paid within 60 days	120	
If paid by between 61-150 days	185	
If paid after 150 days	315	
Landlord License Fee Renewal		Per Code 15.26.060
if paid by March 1st	75	
if paid 3/2 - 7/1	140	
if paid > 7/1	270	
Landlord License Unit Registration Renewal		Per Code 15.026.060
if paid by March 1st	75	per unit
if paid 3/2 - 7/1	140	For first unit plus \$88 for each additional unit
if paid > 7/1	270	For first unit plus \$96 for each additional unit
Administrative Fee for Fines	100	
Foreclosed Property Registration	25 1,000	One time fee, Per Code 15.21.040
Re-inspection Fee	100	On each citation, Per Code 15.27.030
If registered/paid:		
7/1 9/30	200	
10/1 12/31	150	
1/1 3/31	100	
4/1 6/30	50	
Residential Vacant Building Registration	\$200	Per year, Per Code 15.22.040
<u>Residential Vacant Building Annual Inspection Fee</u>	<u>\$100</u>	<u>Per year, after first fiscal year – Per Code 15.22.040</u>
<u>Residential Vacant Building Annual Fee</u>	<u>Variable,</u> <u>see chart</u> <u>below</u>	

FY 2023 Fee Schedule

Number of Years Vacant	Annual Fee
<u>1 year</u>	<u>200</u>
<u>2 years:</u>	<u>500</u>
<u>3-4 years:</u>	<u>750</u>
<u>5-9 years:</u>	<u>1,000</u>
<u>10 years:</u>	<u>1,500</u>
<u>More than 10 years vacant:</u>	<u>2,000, plus \$500 for</u> every year the property remains vacant

<u>Nonresidential Vacant Building and Non-residential Vacant Lot Registration</u>	<u>\$500</u>	
<u>Nonresidential Vacant Building Annual Inspection Fee</u>	<u>\$150</u>	<u>Per year, after first fiscal year – Per Code 15.22.040</u>
<u>Nonresidential Vacant Building Annual Fee</u>	<u>Variable,</u> <u>See Chart</u> <u>Below</u>	<u>Per year, Per Code 15.22.040</u>
Assessed Value between	Annual Fee	
<u>\$0 - \$500,000</u>	<u>\$500</u>	
<u>\$500,001- \$5,000,000</u>	<u>\$2,000</u>	
<u>\$5,000,001 and over</u>	<u>\$5,000</u>	
<u>Nonresidential Vacant Lot Annual Fee</u>	<u>\$0.10 per</u> <u>sqft, or</u> <u>\$500,</u> <u>whichever</u> <u>is greater</u>	

Community Center Rental Fee		
Truitt Community Center – Gymnasium	35	Per hour
Truitt Community Center – Multi-purpose Field	10	Per hour
Newton Community Center – Community Room	20	Per hour

FY 2023 Fee Schedule

Newton Community Center – Kitchen	20	Per hour
Newton Community Center – Resource Office	15	Per hour
Community Center – Supplies, per Item	Vary	Each
Community Center – Equipment, per Item	Vary	Each

Misc. Fees (by Field Operations)		
Outdoor Rental Space – Small Family Functions, up to 20 people		
Park Pavilion	25	Per day w/o RR
Outdoor Rental Space – Large Private Function or Public Events		
Park Pavilion (with restrooms)	75	Per Day W RR
Rotary/Bandstand, Doverdale, Lake Street	100	Per Day W RR
Amphitheater	160	Per day
Amphitheater Hourly Rental	25	Per hour weekend (max 2 hour block), as is
Amphitheater Hourly Rental	10	Per hour weekday (max 2 hour block), as is
Park Pavilion (no restrooms): Jeanette P. Chipman Boundless, Kiwanis, Marina Riverwalk, Market Street, Newton-Camden Tot Lot, Waterside	50	Per day
Streets /Parking Lots	100 1 st St and 50 each add	Per day
5K Race	150	Per day
City park, designated park area or amenity not listed	50	Per day
Ball field/ Basketball Court / Tennis Court	10 and 40 w/lights	Per hour
Personnel		
Site Supervisor Suggest \$25.00/ Site Coordinator	15 20	Per hour
Maintenance Labor	15 20	Per hour
Security/Police/EMS/FIRE (per person)	55	Per hour. 3 hours minimum or \$165
Supplies & Equipment		
Maintenance Supplies (as required)	Vary	
Sports Equipment	Vary	
Additional Trash Cans - Events with over 200 people require additional trashcans, recycle or compost bin and a recycling plan.	5	Per Container
Barrier Fence (Snow Fence)	1	Per Linear Foot
Traffic Control Devices		
Hard Stop Dump truck/other	50	Per day
Digital Msg. Board	50	Per day
Street Barricades	10	Each per day
Cones	1	Each per day
Traffic Control Sign	10	Each per day
Jersey Barrier	600	Minimum 4, delivery, set-up and remove
Ceremonial Street Renaming		
Ceremonial Street Renaming – Materials & Labor Fee	250	

FY 2023 Fee Schedule

Waste Disposal Fees (by Field Operations)		
Trash Service	63 67	Per quarter, Per Code 8.16.090
Bulk Trash Pick up	25 30	For three items, additional amounts for specific items, Per Code 8.16.060
Trash Cans	75 80	Per can (plus \$4.80 tax), Per Code 8.16.060

Water/Sewer Misc. Fees (by Water Works)		
Water & Sewer Admin Fee (Late Charge)	50	Per occurrence, Per Code 13.08.040
Water Turn On Fee	80	For after hours, Per Code 13.08.040
Water Meter Reading Fee	25	Per request, Per Code 13.08.030
Water Turn On Fee	20	Per request, Per Code 13.08.040
Fire Service	746	Annually per property, Per Code 13.08.050
Meter Test		
In City Limits	40	Per request, Per Code 13.08.030
Out of City Limits	50	Per request, Per Code 13.08.030
Water and Sewer Services		See Water Sewer Rate Ordinance, Quarterly, Per Code 13.08.130-13.12.090

WWTP Pretreatment Program Fees (by Water Works)		
Significant Industrial Users: (Per Code 13.12.110)		
IA discharges flow \geq 5% of WWTP flow	8,700	30 units
IB discharges flow \geq 50,000 gpd	7,250	25 units
IC categorical user which discharges	5,800	20 units
ID discharges flow \geq 25,000 gpd	4,350	15 units
IE categorical user which does not discharge	2,900	10 units
Minor Industrial Users: (Per Code 13.12.110)		
IIA-1 discharges flow \geq 5,000 gpd or hospitals, campus	2,030	7 units
IIA-2 discharges flow \geq 5,000 gpd or light industry, hotels	1,450	5 units
IIB discharges flow \geq 1,000 gpd or fast food, large restaurants, large garages	580	2 units
IIC discharges flow 500 - 1,000 gpd or small restaurants, small garages	435	1.5 units
IID discharges flow \geq 500 gpd or restaurants that are carry out only no fryer	290	1 unit
IIE photographic processor which discharges silver rich wastewater	290	1 unit
<i>Pretreatment fees are an annual fee, invoices are sent each January to cover the calendar year.</i>		

Towing Fees		
Maximum Towing and Storage Fees (vehicles up to 10,000 GVW)		
Accident Vehicle Tow	200 300	
Disabled Vehicle Tow	80 100	
Emergency Relocation Tow (<u>up to 2 Miles</u>)	80	Per Code 5.64.100
Impound Vehicle Tow	135	
Standby/Waiting Time - Billed in 15 minute increments only after 16 minute wait	65 75	Per hour
Winching (Does not include pulling vehicle onto rollback type truck) - Billed in 15 minute increments	110	Per hour
Storage – Beginning at 12:01 am following the tow	30 50	Per calendar day or portion thereof, Per Code 5.64.120

FY 2023 Fee Schedule

Administrative Fee – Accidents and Impounds Only	30 50	
Snow Emergency Plan in Effect (in addition to other applicable towing fees)	30 50	
Release Fee (After hours only, at tower's discretion) – Normal business hours defined as M-F, 9am-6pm	55	
<u>Non-reusable cleanup materials (single-use materials, not to include self-adhesive film wrap, used to clean up the scene of an accident and remove accident related materials.</u>	20	5.64.105
<u>Additional labor (not to include standby or winching time) – Billed in 15 minute increments after 16 minutes of additional labor is required.</u>	80	Per hour 5.64.105
Self-adhesive film wrap	25	5.64.100
Accident cleanup	25	

Building Fees (by the Department of Infrastructure and Development)		
Building Plan Review Fees (Per Code 15.04.030)		Residential, Commercial, Accessory
<i>Fees based on cost of construction:</i>		
Up to \$ 3,000	50	
\$3,001 to \$100,000	90	
\$100,001 to \$500,000	250 240	
\$500,001 to \$1,000,000	300 260	
\$1,000,001 and Up	375 340	
Building Permit Fees (Per Code 15.04.030)		Residential, Commercial, Accessory, Fence
<i>Fees based on cost of construction:</i>		
Up to \$ 3000	50	
\$3001 and Up	60	Plus (.0175 .0165 * Cost of Construction)
\$100,001 to \$500,000	1,300 1,200	Plus (\$10 for each \$1,000 over \$100,000)
\$500,001 to \$1,000,000	4,900 4,500	Plus (\$9 for each \$1,000 over \$500,000)
\$1,000,001 and Up	8,500 8,100	Plus (\$7 6 for each \$1,000 over \$1,000,000)
Outdoor Advertising Structure Fee (Per Code 17.216.240)	.50	Per SF foot of sign surface per year
Other Building Fees:		
Historic District Commission Application	50	
Board of Zoning Appeals	50	County Fee \$100, Per Code 17.12.110 <u>Plus advertising costs</u>
Demo - Residential	125	Per Code 15.04.030
Demo - Commercial	175	Per Code 15.04.030
Gas	30	Plus \$10 per fixture, Per Code 15.04.030b
Grading	200 100	Per Code 15.20.050
Maryland Home Builders Fund	50	Per new SFD
Mechanical	50	Per Code 15.04.030
Occupancy Inspection	75 50	Per Code 15.04.030
Plumbing	30	\$10 per fixture (may vary), Per Code 15.04.030b
Sidewalk Sign		Set by resolution, Per Code 12.40.020
Sidewalk Café Fee	50	Set by ordinance 2106, Per Code 12.36.020
Sign	50	Plus (\$1.50 per Sq Ft), Per Code 17.216.238
Temp Sign	25	Per month, Per Code 17.216.238
Temp Trailer	25	Per month, Per Code 15.36.030b
Tent	40	Per Code 15.04.030
Well	50	Per Code 13.20.020
Zoning Authorization Letter	50	Per Code 17.12.040
Re-inspection Fee	50	More than 2 insp of any required insp, Per Code 15.04.030
Adult Entertainment Permit Application Fee	100	Per Code 17.166.020
Outdoor Advertising Structure Fee	.50	Per sq ft of sign surface area, Per Code 17.216.240
Notice of Appeal Fee; Sidewalk Sign Standards Violation	100	Per Code 12.40.040

FY 2023 Fee Schedule

Reconnection Fee; Public Water Connection; Refusal of Inspection	25	Per Code 13.08.100
Administrative Fee – renew temporary certificate of occupancy	100	
<u>Annexation Fees:</u>		
Up to five (5) acres	2,000	
Five (5) acres or more but less than ten (10) acres	10,000	
Ten (10) acres or more but less than twenty five (25) acres	25,000	
Twenty five (25) acres or more but less than fifty (50) acres	35,000	
Fifty (50) acres or more	50,000	
<u>Planning Commission</u>		
<u>Comprehensive Development Plan Review – Non-Residential</u>	<u>\$250</u>	<u>Plus \$10 per 1,000 sq. ft. Subsequent submittals, which generate additional comments, may be charged an additional \$250.</u>
<u>Comprehensive Development Plan Review – Residential</u>	<u>\$250</u>	<u>Plus \$10 per unit. Subsequent submittals, which generate additional comments, may be charged an additional \$250.</u>
<u>Certificate of Design/Site Plan Review</u>	<u>\$250</u>	<u>Plus \$10 unit/acre. Subsequent submittals, which generate additional comments, may be charged an additional \$250.</u>
<u>Paleochannel/Wellhead Protection Site Plan Review</u>	<u>\$100</u>	
<u>Rezoning</u>	<u>\$200</u>	<u>Plus \$15 per acre and advertising cost</u>
<u>Text Amendment</u>	<u>\$200</u>	<u>Plus advertising cost</u>
Critical Area Program		Ordinance No. 2578
Certificate of Compliance (Per Code 12.20.110)		
Building Permits	75	<u>Activities per code 12.20.110.F. are exempt</u>
Major Subdivision: Preliminary	200 100	<u>In addition to standard fee</u>
Major Subdivision: Final	100	<u>Plus (\$25 per lot)</u>
Minor Subdivisions	50	
Plan approval/special projects	50	
Site Plans/Certificate of Design/Comprehensive Development Plan	100 50	<u>In addition to standard fee</u>
Sketch Plat	50	
Resubdivision	100 50	<u>In addition to standard fee</u>
Buffer Management Plan	50	
Fee-In-Lieu (Per Code 12.20.540)	1.50	\$1.50 per square foot of mitigation area
License to Encumber Program		
Application – Installation of Service Line	75	\$25 per additional service line in project area, defined as ¼ mile radius from primary address
Application – Large Boring Project	125	Includes up to 500 linear feet. \$50 for additional 250 linear feet above the initial
Application – Large Open/Cut	250	Includes up to 500 linear feet. \$100 for additional 250 linear feet above the initial
Application – Micro-Trenching Project	125	Includes up to 500 linear feet. \$50 for additional 250 linear feet above the initial
Application – Installation of New Utility Pole (excluding Small Cell facilities)	500	
Application – Underground utility project replacing overhead utilities and removing utility poles	Waived	

FY 2023 Fee Schedule

License to Encumber Program - Small Wireless Facilities		Ordinance No. 2580
Application	500	For up to five (5) small wireless facilities
Application – additional facilities	100	For each additional small wireless facility addressed in the application beyond five
Access to the Right of Way fee	1,000	Per each new small wireless facility pole
Annual fee for access to the Right of Way	270	Per year per small wireless facility after year 1
Storm Water Utility (2306)		
Fee to maintain City storm water facilities	25	Per year per Equivalent Residential Unit
Stormwater Utility Credit Application (2306)		
Fee to apply for credit to Stormwater Utility	150.00	Per application
Street Break Permit (Per Code 12.12.020)		
Permit for breaking City public streets and way	50	Per break location
Install new or replace existing sidewalk, residential	50	
Install new or replace existing sidewalk, commercial	100	
Install new driveway, residential	150	
Install new driveway, commercial	300	
Excavate street or sidewalk to conduct maintenance of underground facilities	150	\$50 per additional “break” in project area
Excavate street or sidewalk to replace existing utility pole	250	\$100 per additional pole replaced in project area
Excavate street or sidewalk to replace or remove utility pole permanently	Waived	
Obstruction Permit (Per Code 12.12.020)		
Permit for obstructing City public streets and ways	50	Per location
Dumpster – residential, obstruction permit	50	Renewal fee of \$25 after 30 days
Dumpster – commercial, obstruction permit	100	Renewal fee of \$50 after 30 days
Sidewalk closure	50	\$5 per day over 30 days
Lane closure (including bike lane)	100	\$10 per day over 30 days
Street closure	250	\$25 per day over 30 days
Street closure for Block Party or Community Event	Waived	Fee under Outdoor Rental Space Public Events - Streets
Water and Sewer Connection Fee (Per Code 13.02.070)		
Comprehensive Connection Charge of Connection fee for the Developer’s share in the equity of the existing utility system:	3,710.00	Per Equivalent Dwelling Unit (water \$1,925, sewer \$1,785)
Water and Sewer Infrastructure Reimbursement Fee (Per Code 13.02.070)		
Comprehensive Connection Charge for Infrastructure Reimbursement Fees is based on actual costs of water and sewer infrastructure installed by a Developer.	*	* Fee amount is project dependent. Infrastructure Reimbursement Fee is the prorated share of the cost of the water and sewer mains based on this project’s percentage of the capacity of the proposed infrastructure project.
Infrastructure Reimbursement Administrative Fee (Per Code 13.02.090)		
Administrative fee assessed on Infrastructure Reimbursement Fee for processing	*	0.1 percent of the Infrastructure Reimbursement Fee
Development Plan Review Fee (1536)		

FY 2023 Fee Schedule

Fee for review of development plans and traffic control plans	\$1,000	Plus \$50 per disturbed acre. Subsequent submittals, which generate additional comments, may be charged an additional \$500.
Stormwater Management Waiver Reviews	400	
Water and Sewer Inspection Fee (R 1341)		
Fee for inspection of public water and sewer improvements		7.5 % of the approved cost estimate for construction of proposed public water and sewer improvements
Public Works Agreement recording fee (Per County Court)		
Recording fee for Public Works Agreements		
For 9 pages or less	60.00	Per request
For 10 pages or more	115.00	Per request
Stormwater Management As-Built recording fee (Per County Court)		
Recording fee for Stormwater Management As-Built.	10.00	Per sheet
Subdivision review fee (1536)		
Fee for Subdivision review	200.00	
Subdivision recording fee (Per County Court)		
Recording fee for Subdivision plans	10.00	Per page
Resubdivision review fee (1536)		
Fee for Resubdivision reviews	200.00	
Resubdivision recording fee (Per County Court)		
Recording fee for Resubdivision plans	10.00	Per page
Administrative Fee for Connection Fee payment Plans (R 2029)		
Administrative Fee for Connection Fee payment Plans	25.00	
Maps and Copying Fees		
City Street Map	5.00	Ea
Street Map Index	1.00	Ea
Property Maps	3.00	Ea
Sanitary Sewer Utility Maps (400 Scale)	3.00	Ea
Storm Water Utility Maps (400 Scale)	3.00	Ea
Water Main Utility Maps (400 Scale)	3.00	Ea
Sanitary Sewer Contract Drawings	1.00	Ea
Storm Water Contract Drawings	1.00	Ea
Water Main Contract Drawings	1	Ea
Black and White Photocopying (Small Format)	.25	Sq. ft
Black and White Photocopying (Large Format)	.50	Sq. ft
Color Photocopying (Small Format) \$1/sq.ft.	1	Sq. ft
Color Photocopying (Large Format) \$2/sq.ft.	2	Sq. ft

Port of Salisbury Marina Fees (by Field Operations)

Transient		
-----------	--	--

FY 2023 Fee Schedule

<i>Slip Fees based on size of vessel</i>	1.00 1.05	Per foot per day
Electric 30-amp service	5.00 6.00	Per day
Electric 50-amp service	10.00 12.00	Per day
Slip Rental – Monthly		
<i>Fees based on size of vessel</i>		
October through April	3.85 4.75	Per foot + electric
May through September	5.50 6.50	Per foot + electric
Slip Rental – Annual*		*Annual rates are to be paid in full up front, electric can be billed monthly
Boats up to and including 30 feet long	1,150 1,450	+ electric
Boats 31 feet and longer	49 56	Per foot + electric
Fuel	.49 .50	Per gallon more than the cost per gallon purchase price by the City
Electric Service		
<i>Fees per meter</i>		
Electric 30-amp service	30 36	Per month
Electric 50-amp service	50 60	Per month

EMS Services			
	Resident	Non-Resident	
BLS Base Rate	950.00 800.00	1,050.00 900.00	
ALS1 Emergency Rate	1,100.00 950.00	1,200.00 1,000.00	
ALS2 Emergency Rate	1,300.00 1,100.00	1,400.00 1,200.00	
Mileage (per mile)	19.00 18.00	19.00 18.00	
Oxygen	Bundle	Bundle	
Spinal immobilization	Bundle	Bundle	
BLS On-scene Care	250.00	300.00	
ALS On –scene Care	550.00 450.00	650.00 550.00	

Water Works		
Temporary connection to fire hydrant (Per Code 13.08.120)		
Providing temporary meter on a fire hydrant for use of City water	64.50	Per linear foot based on the area of the property and is the square root of the lot area, in square feet
In City	40.00	Plus charge for water used per current In City rate, \$10 minimum
Out of City	50.00	Plus charge for water used per current Out of City rate, \$10 minimum
Hydrant flow test (Per Code 13.08.030)		
To perform hydrant flow tests		
In City	125.00	Per request
Out of City	160.00	Per request
Fire flush and Fire pump test (Per Code 13.08.030)		

FY 2023 Fee Schedule

To perform hydrant flow tests To perform meter tests on ¾" and 1" meters.		
In City	125.00	Per request
Out of City	160.00	Per request
Meter tests (Per Code 13.08.030)		
To perform meter tests on ¾" and 1" meters.		
In City	40.00	Per request
Out of City	50.00	Per request
Water Meter/Tap Fee and Sewer Connection Fee (Per Code 13.02.070)		
Water Meter/Tap Fee and Sewer Connection Fee if water and sewer services are installed by City forces.	*	The tap and connection fee amount is the actual cost of SPW labor and materials or per this schedule.
Water Tapping Fees - In City:		
¾ Water Meter	3,850	Per Connection
1" Water Meter	4,160	Per Connection
1 ½" Water Meter T-10 Meter	5,810	Per Connection
2" Water Meter - T-10 Meter	6,200	Per Connection
2" Water Meter - Tru Flo	7,320	Per Connection
Water Tapping Fees - Out of City		
¾ Water Meter	4,810	Per Connection
1" Water Meter	5,200	Per Connection
1 ½" Water Meter T-10 Meter	7,265	Per Connection
2" Water Meter - T-10 Meter	7,750	Per Connection
2" Water Meter - Tru Flo	9,155	Per Connection
Sanitary Sewer Tapping Fees - In City:		
6" Sewer Tap	3,320	Per Connection
8" Sewer Tap	3,380	Per Connection
6" or 8" Location & Drawing Fee	45	Per Connection
Sanitary Sewer Tapping Fees – Out of City		
6" Sewer Tap	4,150	Per Connection
8" Sewer Tap	4,225	Per Connection
6" or 8" Location & Drawing Fee	60	Per Connection
Water Meter Setting Fee (Per Code 13.02.070)		
Water meter setting fee for installation of water meter when tap is done by a contractor.		
Meter Setting Fees - In City:		
¾ Water Meter	400	Per Connection
1" Water Meter	525	Per Connection
1 ½" Water Meter T-10 Meter	785	Per Connection
2" Water Meter - T-10 Meter	905	Per Connection
2" Water Meter - Tru Flo	2,030	Per Connection
Meter Setting Fees - Out of City		
¾ Water Meter	495	Per Connection
1" Water Meter	655	Per Connection
1 ½" Water Meter T-10 Meter	980	Per Connection
2" Water Meter - T-10 Meter	1,130	Per Connection
2" Water Meter - Tru Flo	2,535	Per Connection

Parking Violations, False Alarms, Infractions, Scofflaw, MPIA Fees (by the Police & Fire Departments)

FY 2023 Fee Schedule

Animal Control	50-100		Police Department
MPIA Request Fees			Police Department
First two hours processing request	Waived		
Work exceeding two hours, SPD will charge attorney hourly fee and hourly fee for Records Tech	75 30	Attorney hourly fee Records Tech hourly fee	
Black and white copy of paper document and photographs	0.25	Per copy	
DVD production	15.00	Per DVD produced	
False Police Alarms (Per Code 8.040.050)			Police Department
<i>based on number of incidents in calendar year</i>			
First 2 incidents	0		
3 rd incident	50		
4 th incident	90		
Greater than 4 each incident	130		
False Fire Alarms (Per Code 8.040.050)			Fire Department
<i>based on number of incidents in calendar year</i>			
First 2 incidents	0		
3 rd incident	45		
4 th incident	90		
Greater than 4 each incident	135		
Scofflaw			Police Department
Tow	135		
Storage	50		
Administrative Fee	35		
Business Administrative Fee	30		

Parking Permits and Fees

	UOM	1-Jul-22 Rate	1-Jul-22 Non-Profit Rate
Parking Permits (Per Code 10.04.010)			
Lot #1 - lower lot by library	Monthly	50.00 45.00	40.00 35.00
Lot #4 - behind City Center	Monthly	50.00 45.00	40.00 35.00
Lot #5 - Market St. & Rt. 13	Monthly	45.00 40.00	36.25 31.25
Lot #7 & 13 - off Garrettson Pl.	Monthly	20.00 15.00	17.50 12.50
Lot #9 - behind GOB	Monthly	50.00 45.00	40.00 35.00
Lot #10 - near State bldg/SAO	Monthly	50.00 45.00	40.00 35.00
Lot #11 - behind library	Monthly	45.00 40.00	36.25 31.25
Lot #12 - beside Market St. Inn	Monthly	45.00 40.00	36.25 31.25
Lot #15 - across from Feldman's	Monthly	50.00 45.00	40.00 35.00
Lot #16 - by Avery Hall	Monthly	50.00 45.00	40.00 35.00
Lot #20 - Daily Times	Monthly	50.00 45.00	40.00 35.00
Lot #30 - by drawbridge	Monthly	25.00 20.00	21.25 16.25
Lot #33 - east of Brew River	Monthly	25.00 20.00	21.25 16.25
Lot #35 - west of Brew River	Monthly	25.00 20.00	21.25 16.25

FY 2023 Fee Schedule

Lot SPS - St. Peters St.	Monthly	50.00 45.00	40.00 35.00
E. Church St.	Monthly	50.00 45.00	40.00 35.00
W. Church St.	Monthly	50.00 45.00	40.00 35.00
Parking Garage	Monthly	60.00 50.00	50.00 40.00
Transient Parking Options			
Parking Lot #1 (first 2-hrs of parking are FREE)	Hourly	1.00	
Parking Garage	Hourly	1.00	
Parking Meters	Hourly	2.00	
Pay Stations			
For hours 1-2	Hourly	1.00	
For hour 3 with a 3 hour Maximum Parking Limit	Hourly	3.00	
Miscellaneous Charges (Per Code 10.04.010)			
Replacement Parking Permit Hang Tags	Per Hang Tag	5.00	
Parking Permit Late Payment Fee (+15 days)	Per Occurrence	5.00	
New Parking Garage Access Card	Per Card	10.00	
Replacement Parking Garage Access Card	Per Card	10.00	

Fire Prevention Fees (by the Fire Department)		
Plan review and Use & Occupancy Inspection		
<u>Basic Fee</u> – For all multi-family residential, commercial, industrial, and institutional occupancies. Including, but not limited to, new construction, tenant fit-out, remodeling, change in use and occupancy, and/or any other activity deemed appropriate by the City of Salisbury Department of Infrastructure and Development.		60% of the building permit fee; \$75 minimum (Not included – plan review and related inspection of specialized fire protection equipment as listed in the following sections)
<u>Expedited Fees</u> – If the requesting party wants the plan review and inspection to be expedited, to be done within three business days		20% of the basic fee; \$500 minimum (This is in addition to the basic fee)
<u>After</u> – Hours Inspection Fees. If the requesting party wants an after-city-business-hours inspection.	\$100	Per hour/per inspector; 2 hours minimum
Fire Permit Fees		
Fire Alarm & Detection Systems – Includes plan review and inspection of wiring, controls, alarm and detection equipment and related appurtenances needed to provide a complete system and the witnessing of one final acceptance test per system of the completed installation.		
• Fire Alarm System	\$100	Per system
• Fire Alarm Control Panel	\$75	Per panel
• Alarm Initiating Device	\$1.50	Per device
• Alarm Notification Device	\$1.50	Per device
• Fire Alarm Counter Permit	\$75	For additions and alterations to existing systems involving 4 or less notification/initiating devices.
Sprinkler, Water Spray and Combined Sprinkler & Standpipe Systems – Includes review of shop drawings, system inspection and witnessing of one hydrostatic test, and one final acceptance test per floor or system.		
• NFPA 13 & 13R	\$1.50	Per sprinkler head; 150 minimum
• NFPA 13D	100	Per Dwelling
• Sprinkler Counter Permit	\$75	For additions and alterations to existing systems involving less than 20 heads.

FY 2023 Fee Schedule

<u>Standpipe Systems</u> – The fee applies to separate standpipe and hose systems installed in accordance with NFPA 14 standard for the installation of standpipe and hose systems as incorporated by reference in the State Fire Prevention Code (combined sprinkler systems and standpipe systems are included in the fee schedule prescribed for sprinkler systems) and applies to all piping associated with the standpipe system, including connection to a water supply, piping risers, laterals, Fire Department connection(s), dry or draft fire hydrants or suction connections, hose connections, piping joints and connections, and other related piping and appurtenances; includes plan review and inspection of all piping, control valves, connections and other related equipment and appurtenances needed to provide a complete system and the witnessing of one hydrostatic test, and one final acceptance test of the completed system.	\$50	Per 100 linear feet of piping or portion thereof; \$100 minimum
<u>Fire Pumps & Water Storage Tanks</u> – The fees include plan review and inspection of pump and all associated valves, piping, controllers, driver and other related equipment and appurtenances needed to provide a complete system and the witnessing of one pump acceptance test of the completed installation. Limited service pumps for residential sprinkler systems as permitted for NFPA 13D systems and water storage tanks for NFPA 13D systems are exempt.		
<ul style="list-style-type: none"> Fire Pumps 	\$.50	Per gpm or rated pump capacity; \$125 minimum
<ul style="list-style-type: none"> Fire Protection Water Tank 	\$75	Per tank
<u>Gaseous and Chemical Extinguishing Systems</u> – Applies to halon, carbon dioxide, dry chemical, wet chemical and other types of fixed automatic fire suppression systems which use a gas or chemical compound as the primary extinguishing agent. The fee includes plan review and inspection of all piping, controls, equipment and other appurtenances needed to provide a complete system in accordance with referenced NFPA standards and the witnessing of one performance or acceptance test per system of the completed installation.	\$1.00	Per pound of extinguishing agent; \$100 125 minimum; or \$150 per wet chemical extinguishing system
<ul style="list-style-type: none"> Gaseous and Chemical Extinguishing System Counter Permit 	\$75	To relocate system discharge heads
<u>Foam Systems</u> – The fee applies to fixed extinguishing systems which use a foaming agent to control or extinguish a fire in a flammable liquid installation, aircraft hangar and other recognized applications. The fee includes plan review and inspection of piping, controls, nozzles, equipment and other related appurtenances needed to provide a complete system and the witnessing of one hydrostatic test and one final acceptance test of the completed installation.	\$75	Per nozzle or local applicator; plus \$1.50/ sprinkler head for combined sprinkler/foam system; \$100 minimum
<u>Smoke Control Systems</u> – The fee applies to smoke exhaust systems, stair pressurization systems, smoke control systems and other recognized air-handling systems which are specifically designed to exhaust or control smoke or create pressure zones to minimize the hazard of smoke spread due to fire. The fee includes plan review and inspection of system components and the witnessing of one performance acceptance test of the complete installation.	\$100	Per 30,000 cubic feet of volume or portion thereof of protected or controlled space; \$200 minimum
<u>Flammable and Combustible Liquid Storage Tanks</u> – This includes review and one inspection of the tank and associated hardware, including dispensing	\$.01	Per gallon of the maximum tank capacity; 100 minimum

FY 2023 Fee Schedule

equipment. Tanks used to provide fuel or heat or other utility services to a building are exempt.		
Emergency Generators – Emergency generators that are a part of the fire/life safety system of a building or structure. Includes the review of the proposed use of the generator, fuel supply and witnessing one performance evaluation test.	\$100	
Marinas and Piers	\$25	Per linear feet of marina or pier; plus \$1.00 per slip; \$100 minimum
Reinspection and Retest Fees		
• 1 st Reinspection and Retest Fees	\$100	
• 2 nd Reinspection and Retest Fees	\$250	
• 3 rd and Subsequent Reinspection and Retest Fees	\$500	
Consultation Fees – Fees for consultation technical assistance.	\$75	Per hour
Fire-safety Inspections. The following fees are not intended to be applied to inspections conducted in response to a specific complaint of an alleged Fire Code violation by an individual or governmental agency		
Assembly Occupancies (including outdoor festivals):		
• Class A (>1000 persons)	\$300	
• Class B (301 – 1000 persons)	\$200	
• Class C (51 – 300 persons)	\$100	
• Fairgrounds (<= 9 buildings)	\$200	
• Fairgrounds (>= 10 buildings)	\$400	
• Recalculation of Occupant Load	\$75	
• Replacement or duplicate Certificate	\$25	
Education Occupancies:		
• Elementary School (includes kindergarten and Pre-K)	\$100	
• Middle, Junior, and Senior High Schools	\$150	
• Family and Group Day-Care Homes	\$75	
• Nursery or Day-Care Centers	\$100	
Health Care Occupancies:		
• Ambulatory Health Care Centers	\$150	Per 3,000 sq.ft. or portion thereof
• Hospitals, Nursing Homes, Limited-Care Facilities, Domiciliary Care Homes	\$100	Per building; plus \$2.00/patient bed
• Detention and Correctional Occupancies	\$100	Per building; plus \$2.00/bed
Residential:		
• Hotels and Motels	\$75	Per building; plus \$2.00/guest room
• Dormitories	\$2	Per bed; \$75 minimum
• Apartments	\$2	Per apartment; \$75 minimum
• Lodging or Rooming House	\$75	Plus \$2.00/bed
• Board and Care Home	\$100	Per building; plus \$2.00/bed
Mercantile Occupancies:		
• Class A (> 30,000 sq.ft.)	\$200	
• Class B (3,000 sq.ft. – 30,000 sq.ft.)	\$100	
• Class C (< 3,000 sq.ft.)	\$75	
Business Occupancies	\$75	Per 3,000 sq.ft. or portion thereof
Industrial or Storage Occupancies:		
• Low or Ordinary Hazard	\$75	Per 5,000 square feet or portion thereof
• High-Hazard	\$100	Per 5,000 square feet or portion thereof
Common Areas of Multitenant Occupancies (i.e., shopping centers, high-rises, etc.)	\$45	Per 10,000 sq.ft. or portion thereof
Outside Storage of Combustible Materials (scrap tires, tree stumps, lumber, etc.)	\$100	Per acre or portion thereof
Outside Storage of Flammable or Combustible Liquids (drums, tanks, etc.)	\$100	Per 5,000 sq.ft. or portion thereof

FY 2023 Fee Schedule

Marinas and Piers	\$100	Per facility; plus \$1.00/slip
Mobile Vendor	\$35	Plus \$.56/mile for inspections outside of the City of Salisbury
Sidewalk Café	\$35	If not part of an occupancy inspection
Unclassified Inspection	\$75	Per hour or portion thereof
Reinspection: If more than one reinspection is required to assure that a previously identified Fire Code violation is corrected		
• 2 nd Reinspection	\$100	
• 3 rd Reinspection	\$250	
• 4 th and Subsequent	\$500	
Fire Protection Water Supply Fees		
Witnessing Fire Main Flush	\$75	
Witness Underground Water Main Hydrostatic Tests	\$75	
Fire Protection Flow Test (in-City)	\$125	
Fire Protection Flow Test (out-of-City)	\$160	
Display Firework Permit		
Firework Display - Includes plan review and associated inspections for any firework display.	\$250	
Sale of Consumer Fireworks		
Stand-alone tent, stand or other commercial space predominately utilized for the sale of consumer fireworks	\$250	
Other commercial space predominately utilized for the sale of goods other than consumer fireworks	\$125	
Fire Report Fees		
1 st Page – Operational Fire Report	\$20	To provide hard or electronic copies of fire reports
• Each Additional Page	\$5	
	\$25	Per submittal – Collected by the third-party data collection agency/company
Third Party Fire Protection Report Processing Fee		

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32
33

ORDINANCE NO. 2728

3
4
5
6
7
8

**AN ORDINANCE OF THE CITY OF SALISBURY APPROVING AN
AMENDMENT OF THE CITY'S FY22 GENERAL FUND BUDGET AND
GENERAL CAPITAL PROJECT FUND BUDGET TO PROVIDE FUNDS
FOR THE "POPLAR HILL MANSION ADA RAMP AND BATHROOM
PROJECT."**

9
10
11
12
13

WHEREAS, in FY2021, the City undertook a project to make the Poplar Hill Mansion handicap accessible, to include the conversion of a bathroom and the installation of a wheelchair ramp ("the Project"), both of which were to be compliant with guidelines set forth by the Americans with Disabilities Act ("ADA"); and

14
15
16

WHEREAS, Ordinance 2687 previously appropriated \$35,000 for the Project and Ordinance 2022 previously appropriated \$40,000 for the Project; and

17
18
19
20

WHEREAS, the bathroom conversion has been completed, but the original ramp design was rejected by the Maryland Historical Society, which has approved reconstruction of the rear steps, deck, and installation of an ADA compliant inclined platform lift; and

21
22
23

WHEREAS, the City has determined an additional \$21,242.28 is required to complete the Project, as approved by the Maryland Historical Society, based on bids that have been received; and

24
25
26
27

WHEREAS, the appropriations necessary to execute the purpose of the \$21,242.28 funds, as provided hereinabove, must be made upon the recommendation of the Mayor and the approval of four-fifths of the Council of the City of Salisbury.

28
29
30

NOW, THEREFORE, BE IT ENACTED AND ORDAINED BY THE COUNCIL OF THE CITY OF SALISBURY, MARYLAND, as follows:

31
32
33

Section 1. The City of Salisbury's FY22 General Fund Budget be and hereby is amended as follows:

Increase Decrease	Account Type	Project Description	Account Description	Account	Amount
Increase	Revenue	None	Current Year Surplus	01000-469810	21,242.28
Increase	Expense	None	Transfer General Capital Projects Fund	91001-599109	21,242.28

34
35
36
37

Section 2. The City of Salisbury's General Capital Project Fund Budget be and hereby is amended as follows:

Increase Decrease	Account Type	Project Description	Account Description	Account	Amount
Increase	Revenue	ADA Lift & Bathroom	Transfer In General Fund	98022-469313-43028	21,242.28
Increase	Expense	ADA Lift & Bathroom	Construction	98022-513026-43028	21,242.28

38
39
40
41

BE IT FURTHER ENACTED AND ORDAINED BY THE COUNCIL OF THE CITY OF SALISBURY, MARYLAND, as follows:

42 **Section 3.** It is the intention of the Mayor and Council of the City of Salisbury that each provision
43 of this Ordinance shall be deemed independent of all other provisions herein.
44

45 **Section 4.** It is further the intention of the Mayor and Council of the City of Salisbury that if any
46 section, paragraph, subsection, clause or provision of this Ordinance shall be adjudged invalid,
47 unconstitutional or otherwise unenforceable under applicable Maryland or federal law, such adjudication
48 shall apply only to the section, paragraph, subsection, clause or provision so adjudged and all other
49 provisions of this Ordinance shall remain and shall be deemed valid and enforceable.
50

51 **Section 5.** The recitals set forth hereinabove are incorporated into this section of the Ordinance as
52 if such recitals were specifically set forth at length in this Section 5.
53

54 **Section 6.** This Ordinance shall take effect from and after the date of its final passage.
55

56 **THIS ORDINANCE** was introduced and read at a Meeting of the Mayor and Council of the City of
57 Salisbury held on the 23rd day of May, 2022 and thereafter, a statement of the substance of the Ordinance
58 having been published as required by law, in the meantime, was finally passed by the Council of the City
59 of Salisbury on the 6th day of June, 2022.
60

61 **ATTEST:**
62
63
64
65

66 _____
67 **Kimberly R. Nichols, City Clerk**
68

_____ **John R. Heath, City Council President**

69 Approved by me, this _____ day of _____, 2022.
70
71
72
73

74 _____
75 **Jacob R. Day, Mayor**
76

- 1
- 2
- 3
- 4
- 5
- 6
- 7
- 8
- 9
- 0
- .1
- .2
- .3
- .4
- .5
- .6
- .7
- .8
- .9
- 0
- .1
- .2
- .3
- .4
- .5
- .6
- .7
- .8
- .9
- 0
- .1
- .2
- .3

AN ORDINANCE OF THE CITY OF SALISBURY AMENDING CHAPTER 5.64 OF THE SALISBURY CITY CODE, ENTITLED “TOWING COMPANIES”, TO UPDATE PROCEDURES FOR DISPATCHING POLICE DIRECTED TOWING, OPERATIONS OF A POLICE DIRECTED TOW ON SCENE, AND PENALTIES FOR VIOLATIONS OF THE CODE.

WHEREAS, the ongoing application, administration and enforcement of the City of Salisbury Municipal Code (the “**Salisbury City Code**”) demonstrates a need for its periodic review, evaluation and amendment, in order to comply with present community standards and values, and promote the public safety, health and welfare of the citizens of the City of Salisbury (the “**City**”);

WHEREAS, the Mayor and Council of the City of Salisbury (the “**Mayor and Council**”) are authorized by MD Code, Local Government, § 5-202 to adopt such ordinances, not contrary to the Constitution of Maryland, public general law or public local law, as the Mayor and Council deem necessary to assure the good government of the municipality, to preserve peace and order, to secure persons and property from damage and destruction, and to protect the health, comfort and convenience of the citizens of the City;

WHEREAS, the Mayor and Council may amend Title 5 of the Salisbury City Code pursuant to the authority granted in § SC 2-15 of the Salisbury City Charter;

WHEREAS, the Mayor and Council find that the health, safety and general welfare of the citizens of the City will be furthered by amending Chapter 5.64 of the Salisbury City Code to update procedures for dispatching police directed towing, operations of a police directed tow on scene, and penalties for violations; and

WHEREAS, the Mayor and Council have determined that the amendments to Chapter 5.64 of the Salisbury City Code set forth below shall be adopted as set forth herein.

NOW, THEREFORE, BE IT ENACTED AND ORDAINED BY COUNCIL OF THE CITY OF SALISBURY, MARYLAND, that Chapter 5.64 of the Salisbury City Code is hereby amended by adding the **bolded and underlined** language and deleting the ~~strikethrough~~ language as follows:

Section 1. Chapter 5.64 of the Salisbury City Code of the Salisbury City Code, entitled “Towing Companies” is amended as follows:

Chapter 5.64 TOWING COMPANIES

5.64.080 Investigation of employees of owner/applicants for police directed tow licenses.

A. Prior to the approval of the towing company application all employees of the owner/applicant shall submit to a criminal background investigation acceptable to the police department, including the completion of an affidavit and fingerprinting. Any costs associated with such investigation shall be assumed by the owner/applicant. A felony conviction or a plea of nolo contendere involving a ~~Part 1 crime~~ **an aggravated assault, forcible rape, murder, robbery, arson, burglary, larceny or motor vehicle theft** within three years of the date of the application will automatically disqualify the employee from responding to any police directed tow or releasing any police directed tow vehicle to the owner of said vehicle.

B. Prior to being allowed to respond to a police directed tow or to release a vehicle to its owner, any new employee shall submit to the background investigation process, fingerprinting and any costs associated with such investigation shall be assumed by the owner/applicant or towing company.

C. Should an otherwise approved employee be found guilty of or enter a plea of nolo contendere to a felony involving any crime listed in 5.64.080A, ~~a Part I crime~~ said employee shall immediately notify his employer who shall notify the police department within seventy-two (72) hours of having been notified. The police department shall remove said employee from the list of approved towing company employees.

D. Should the chief of police or his designee reject an employee for inclusion on the towing company's list of approved employees, the owner/applicant, the towing company and the employee shall have a right of appeal. This appeal shall be brought before the city administrator or his designee pursuant to Section 5.64.170.

(Ord. No. 2188, 2-13-2012)

5.64.090 Certificate of insurance to be filed by holders of police directed tow licenses.

Every towing company that is licensed to conduct police directed tows, under the provisions of this chapter, regardless of whether such license was issued before or after January 23, 2012, shall file with the Director of Finance a certificate of insurance evidencing commercial liability insurance coverage for auto liability with a minimum of one million dollars (\$1,000,000.00), with a maximum of one thousand dollars (\$1,000.00) deductible, and coverage for cargo, on unhook, and garage keeper's liability, with a minimum of fifty thousand dollars (\$50,000.00). Each licensee shall also list the city as an additional insured. If any insurance policy lapses without replacement by another insurance policy, said lapse shall be grounds for revocation of the license.

(Ord. No. 2188, 2-13-2012; Ord. No. 2444, 10-9-2017)

5.64.100 Procedure for dispatching police directed towing companies.

A. The Director of Finance shall furnish the police department with a current list of all towing companies with a police directed tow license. Whenever the service of a towing vehicle shall be required and a request is made to the police department for such service, the police department shall dispatch to the place where the service is required, a vehicle operated by that towing company whose license was first obtained and then request subsequent towing vehicles as needed on a chronological and rotating basis. If a towing vehicle is not available, the next company listed chronologically, in the order in which it obtained its license shall be called. If a towing vehicle does not arrive at the scene of the collision, parking violation or accident within thirty (30) minutes after the request is made, the officer at the scene shall notify the police department of such fact. It shall contact the next towing company, etc., as if the first towing company had not been contacted. Consideration will be given, however, to abnormal traffic patterns that result from adverse weather conditions, emergencies or other causes. Upon arriving at the scene of an accident, the towing company shall immediately remove the disabled vehicle to his storage lot or other location and notify, in writing, the police officer and vehicle owner, if available, of the location and telephone number of the storage lot as well as applicable towing and storage fees. If indoor storage is required, then the above rules shall apply to licensed towing companies with indoor storage. In the event a disabled vehicle cannot promptly and efficiently be removed from the scene of an accident, the towing company may have the police department call the next-listed licensee to assist in such removal.

B. ~~Any licensed towing company who shall decline three tow requests within a three month time period shall be removed from the police directed towing list for six months.~~ Any licensed towing company that declines or misses three tow requests within a calendar year shall have their police directed towing license suspended for one month. Following a one-month suspension, any licensed towing company that declines or misses a total of six or more tow requests within a calendar year shall have their police directed towing license suspended for three months. The following situations shall be considered a declination:

91 **1. Failure to respond to the tow scene within the 30 minute on-scene timeframe.**

92 **2. Failure to respond when requested, regardless of reason.**

93 **3. Failure to answer or respond to a call for service.**

94 **4. Explicit refusal to respond.**

95 **Should a tow company need to temporarily come out of the tow rotation for a period of more**
96 **than five (5) days due to mechanical or equipment problems, sick or injured employees or a**
97 **similar issue, the tow company shall notify the Police Department in writing of the reason for**
98 **the unavailability and the anticipated duration. The Police Department shall then remove**
99 **the company from the rotation until the Department receives written communication from**
100 **the company requesting to be placed back into rotation. The tow company shall be placed**
101 **back into the tow list rotation at the bottom of the existing list.**

102 **Any licensed towing company who would like to be temporarily removed from the towing**
103 **list, may request that the Finance Department temporarily suspend their police directed tow**
104 **license. All requests for a temporary suspension shall be made in writing to the Finance**
105 **Department and the Police Department. Making such a request will remove a company from**
106 **the list of companies with a police directed tow license until such a time that the company**
107 **requests its license be reinstated. Companies may request to have their license suspended for**
108 **no less than thirty (30) days and no more than one hundred and eighty (180) days. Any**
109 **requests for a temporary suspension must include the requested police directed tow license**
110 **suspension and reinstatement dates.**

111 C. The vehicle shall be towed by the safest and shortest practical route possible from the point
112 of origin to the vehicle's destination. **For all standard or basic tows, the vehicle shall be towed**
113 **to a storage lot or facility that is located no more than ten miles from 125 North Division**
114 **Street in Salisbury.**

115 D. If a department or agency of the city, a public utility or similar entity requests the relocation
116 of a vehicle from a work zone to a nearby street parking area, the police department shall follow
117 the procedure set forth in Paragraph A above. The fee for an emergency vehicle relocation shall be
118 established by ordinance and shall be at the expense of the requesting city department or agency,
119 public utility or similar entity.

120 E. No towing company shall, in any way, solicit towing business **at a scene involving either**
121 **a traffic accident or a police directed tow,** nor shall any such towing company attempt to take
122 any vehicle in tow unless he or it shall have been summoned by the owner/operator of the vehicle
123 requiring the tow or the city police department.

124 F. No towing company that is summoned by the owner/operator of the vehicle requiring the
125 tow shall attempt to take a vehicle in tow unless the towing company can respond within thirty (30)
126 minutes.

127 G. If a vehicle to be towed is gone upon the arrival of a towing company called from the police
128 directed tow list, the towing company shall remain at the top of the list to receive the next police
129 directed tow call.

130 (Ord. No. 2188, 2-13-2012; Ord. No. 2444, 10-9-2017)

131 **5.64.105 - Operations on scene of a Police Directed Tow.**

132 **A. The licensed towing company shall be required in accordance with the law to clean**
133 **the roadway of debris of a crash scene. A non-reusable cleanup materials fee may be charged**
134 **and a copy of the purchase invoice for the non-reusable cleanup material must be kept on file**
135 **and available for examination for two years. This fee is intended to offset the cost of single-**

use materials used to clean up the scene of the accident and to remove accident-related debris. A non-reusable cleanup materials fee may be assessed no more than once per tow call. This fee shall be established from time to time by ordinance.

B. If additional labor is essential and or required for roadway cleanup, such additional labor shall be provided by the licensed towing company. An invoice detailing the reason for the necessity of the labor and the type of work conducted shall be kept on file and available for examination for two years. This fee shall be established from time to time by ordinance.

C. Licensed towing company operators and owners shall comply with the established police directed tow operator code of conduct. Failure to do so may result in penalties in accordance with section 5.64.160 .

5.64.110 Release from storage.

A. A licensed towing company holder of a police directed tow license shall be required to release all police directed tows disabled vehicles during the regular business day. Each licensed towing company must accept cash, certified checks, money orders, debit and at least two major credit cards (Mastercard, Visa, American Express, or Discover) for payment. If a towing company fails to accept the listed forms of payment, a five hundred dollar (\$500.00) fine will be issued for the first offense and a fine not to exceed one thousand dollars (\$1,000.00), will be issued for the second and subsequent offenses.

B. A licensed towing company shall ~~must~~ provide storage lot staff on site to allow vehicle owners timely access to their vehicles during the regular business day. If a vehicle owner is unable to obtain timely release of a vehicle from storage within two hours of the initial request during the regular business day, and the police department is notified by the vehicle owner, and the violation is verified by the police department, then storage fees shall cease on the date of notification by the vehicle owner.

C. Whenever a vehicle is released from the storage lot of a licensed towing company on weekends, evenings (6:00 pm to 9:00 am), or state and federal holidays, a release fee shall be charged to the vehicle owner. This charge shall be established from time to time by ordinance. If a licensed tow company refuses to release a vehicle during evenings, weekends or state and federal holidays, then no storage fees shall be permitted for each day the release is refused.

D. Inside storage of a vehicle shall only be at the request of the vehicle owner, operator or law enforcement, or if essential or necessary to preserve the condition of the vehicle. If indoor storage is the licensed towing company's only method of storage available, then the inside storage shall be charged at the outside storage rate. If, at the request of the vehicle owner, operator or law enforcement and in order to preserve the condition of the vehicle where inside storage is not available, an application of self-adhesive film (for example: Crash Wrap) may be used on the area of the vehicle which is open to the elements. If a vehicle must be wrapped in order to be safely transported, a licensed towing company may apply a self-adhesive film and charge a self-adhesive film wrap fee. This fee shall be established from time to time by ordinance. Photographic evidence of the self-adhesive film on the specified vehicle shall be kept on file with the invoice and available for inspection

(Ord. No. 2188, 2-13-2012)

5.64.120 Fees for towing and storage for police directed tows.

Fees for towing and storage for police directed tows shall be established from time to time by ordinance.

180 A. Every police directed towing company engaged in towing vehicles shall, at the time of its
181 application for a license, pursuant to Section 15.64.030, file with the Director of Finance, a
182 statement that it will charge the standard towing and storage fees adopted by ordinance.

183 B. A police directed towing company shall not charge fees for towing, storage, or release of
184 vehicles of less than 10,000 GVW, other than those adopted by ordinance.

185 C. A police directed towing company shall post a list of current city council approved towing
186 and storage fees in a conspicuous place at its storage facility using a sign substantially similar to
187 that approved by the chief of police.

188 D. A list of current towing and storage fees shall be given to the vehicle owner/operator, if
189 available, at the scene of the tow by the tow truck operator. Should the vehicle owner/operator not
190 be available at the scene, a list of current towing and storage fees shall be given to the officer in
191 charge of the scene.

192 E. Vehicle owners may not abandon vehicles at a city licensed facility. Leaving a vehicle at a
193 tow facility for more than two weeks shall constitute abandonment. Abandoning a vehicle may
194 result in forfeiture of the vehicle, criminal and/or civil prosecution including a municipal fine of up
195 to one thousand dollars (\$1,000.00), plus court and recovery costs. In cases of police impounded
196 vehicles, the two-week time period begins on the day following the release of the vehicle by the
197 police department.

198 **F. All approved tow companies engaging in police directed towing shall maintain**
199 **adequate records to allow expeditious periodic review of their compliance with this chapter.**
200 **Such records must include, but are not limited to, sequentially numbered invoices, a copy of**
201 **which shall be provided to each customer and a copy of which must be retained for a period**
202 **of at least two (2) years by the tow company. In addition, the City Police Department may**
203 **conduct periodic reviews of the financial records of any tow company holding a police**
204 **directed tow license to ensure it is not directly or indirectly financially interested in any other**
205 **licensed police directed towing company as required by 5.64.70.**

206 (Ord. No. 2188, 2-13-2012; Ord. No. 2444, 10-9-2017)

207 **5.64.130 Release of vehicles removed at the order of the police department.**

208 A. Vehicles removed at the order of the police department may not be released until approved
209 by the police department and until the payment of all fines and fees has been made. In the case of
210 city parking regulations, this requirement applies uniformly to all:

- 211 1. Motor vehicles not registered in the state of Maryland;
- 212 2. Motor vehicles registered in the state of Maryland;
- 213 3. Motor vehicles registered in the state of Maryland to leasing companies and rental
214 agencies;
- 215 4. Nonregistered motor vehicles.

216 B. Vehicles shall be stored for a minimum of two weeks unless released as set forth above.
217 After two weeks of storage, the vehicle may be removed from storage by the licensed towing
218 company with written approval of the police department. No abandoned vehicle shall be scrapped
219 except in accordance with Maryland State Law.

220 C. Personal property of owners/companies not attached to the vehicle shall be immediately
221 returned to owners/companies upon owner's/company's request, unless the police department
222 requires retention of the personal property not attached to the vehicle. **Example of items which**

223 are not considered personal property for the purposes of this section include but are not
224 limited to: stereos, batteries, license plates, etc.

225 D. No vehicle shall be released to the owner or the owner's authorized agent until proof of
226 ownership and a valid identification is provided to the towing company.

227 (Ord. No. 2188, 2-13-2012)

228 **5.64.140 Signs required on vehicles.**

229 On each side of every towing vehicle there shall be legibly inscribed the name, telephone number,
230 and address of the owner and the department of transportation number of each towing vehicle.
231 Letters and numerals required by this section shall:

232 A. Be visible from a distance of fifty (50) feet during daylight hours;

233 B. Be permanently affixed on or applied to the towing vehicle. Magnetically affixed or
234 applied signs do not satisfy this requirement;

235 C. Be in letters that contrast sharply in color with the background on which the letters are
236 placed;

237 D. Comply with Maryland Vehicle Law 22-404.3.

238 (Ord. No. 2188, 2-13-2012)

239 **5.64.150 Unlawful to provide bail if holding a police directed tow license.**

240 It is unlawful for any towing company holding a police directed tow license to offer to secure or
241 provide bail or to enter into any agreement, oral or written, to secure or provide bail or to arrange
242 for the providing of bail for any person involved in a motor vehicle collision or accident in the city,
243 with the exception that this section shall not apply to bona fide automobile clubs, associations or
244 insurance companies.

245 (Ord. No. 2188, 2-13-2012)

246 **5.64.160 Violations—Penalties.**

247 Any towing company ~~that violates any of the provisions of this chapter shall be subject to license~~
248 ~~suspension for up to ninety (90) days, for a first offense, or revocation for up to one year, for a~~
249 ~~second offense, by the chief of police. No new license shall be issued during a period of suspension~~
250 ~~or revocation. In addition, any towing company, its employees and agents who shall violate any of~~
251 ~~the provisions of this chapter, other than the provisions of chapter 5.64.100 (B) concerning tow~~
252 ~~declarations, shall be guilty of a civil infraction and shall be subject to a fine not to exceed five~~
253 ~~hundred dollars (\$500.00) for a first violation or one thousand dollars (\$1,000.00) for subsequent~~
254 ~~violations. Any towing company, its employees and agents found guilty of perjury under Maryland~~
255 ~~Criminal Law Title 9 shall be subject to imprisonment not exceeding ten years. Any towing~~
256 ~~company, its employees, and agents who shall violate the provisions of chapter 5.64.100 (B)~~
257 ~~shall be subject to license suspension in accordance with the provisions enumerated in chapter~~
258 5.64.100.

259 (Ord. No. 2188, 2-13-2012)

260 **5.64.170 Appeal.**

261 Any towing company whose license is suspended or revoked by the chief of police or an
262 owner/applicant whose application is rejected, or a towing company and its employee who has been
263 rejected may appeal that decision to the city administrator in writing within ten days of the date of
264 the decision. Within twenty-one (21) days after receipt of the appeal, the city administrator or his
265 designee shall review the file, hear any testimony the city administrator or his designee deems

necessary, and render a written decision either affirming, reversing, or modifying the decision of the chief of police. Failure to file a timely appeal shall constitute an acceptance of the police chief's action.

(Ord. No. 2188, 2-13-2012)

5.64.180 Severability.

Severability is intended throughout and within the provisions of the ordinance. If any section, subsection, sentence, clause, phrase or portion of this ordinance is held to be invalid or unconstitutional by a court of competent jurisdiction, then that decision shall not affect the validity of the remaining portions of this ordinance.

(Ord. No. 2188, 2-13-2012)

BE IT FURTHER ENACTED AND ORDAINED BY THE COUNCIL OF THE CITY OF SALISBURY, MARYLAND, as follows:

Section 2. It is the intention of the Mayor and Council of the City of Salisbury that each provision of this Ordinance shall be deemed independent of all other provisions herein.

Section 3. It is further the intention of the Mayor and Council of the City of Salisbury that if any section, paragraph, subsection, clause or provision of this Ordinance shall be adjudged invalid, unconstitutional or otherwise unenforceable under applicable Maryland or federal law, such adjudication shall apply only to the section, paragraph, subsection, clause or provision so adjudged and all other provisions of this Ordinance shall remain and shall be deemed valid and enforceable.

Section 4. The recitals set forth hereinabove are incorporated into this section of the Ordinance as if such recitals were specifically set forth at length in this Section 4.

Section 5. This Ordinance shall take effect from and after the date of its final passage.

THIS ORDINANCE was introduced and read at a Meeting of the Mayor and Council of the City of Salisbury held on the 23rd day of May, 2022 and thereafter, a statement of the substance of the Ordinance having been published as required by law, in the meantime, was finally passed by the Council of the City of Salisbury on the 6th day of June, 2022.

ATTEST:

Kimberly R. Nichols, City Clerk

John R. Heath, City Council President

Approved by me, this _____ day of _____, 2022.

Jacob R. Day, Mayor



City of
Salisbury
Jacob R. Day, Mayor

MEMORANDUM

To: Julia Glanz, City Administrator
From: John W. Tull, Fire Chief
Subject: Budget Amendment Request
Date: May 30, 2022

The Fire Department is requesting the approval of a budget amendment in the amount of \$14,615 for proceeds received from the auction sale of a 2012 International Terrastar Horton Ambulance that was declared as surplus and sold through auction in compliance with City code and policy. The requested funds will be moved into the Department's Gasoline account to cover projected budget shortfalls

Thank you in advance for your time and consideration on this request. If you should have any questions or need any additional information, please do not hesitate to contact me.

Attachment: Budget Amendment Ordinance

- 1
- 2
- 3
- 4
- 5
- 6
- 7
- 8
- 9
- 0
- 1
- 2
- 3
- 4
- 5
- 6
- 7
- 8
- 9
- 0
- 1
- 2
- 3
- 4
- 5
- 6
- 7
- 8
- 9
- 0
- 1
- 2
- 3
- 4
- 5
- 6
- 7
- 8
- 9
- 0
- 1
- 2
- 3
- 4
- 5
- 6
- 7
- 8
- 9
- 0

AN ORDINANCE OF THE CITY OF SALISBURY APPROVING A BUDGET AMENDMENT OF THE FY2022 GENERAL FUND BUDGET TO APPROPRIATE FUNDS TO THE SALISBURY FIRE DEPARTMENT'S OPERATING BUDGET.

WHEREAS, the City has declared a 2012 International Terrastar Horton Ambulance as surplus and the vehicle has been sold at auction: and

WHEREAS, this vehicle was operated by the Salisbury Fire Department; and

WHEREAS, the City has received a total of \$14,615.00 from the proceeds generated from the auction sale and placed the funds in the City General Fund; and

WHEREAS, the Fire Department has use for the funds received and requests that the funds of \$14,615.00 be reallocated to the Fire Department Operating Budget for FY2022; and

WHEREAS, the budget amendment as provided herein must be made upon the recommendation of the Mayor and the approval of four-fifths of the Council of the City of Salisbury.

NOW, THEREFORE, BE IT ENACTED AND ORDAINED BY THE COUNCIL OF THE CITY OF SALISBURY, MARYLAND, as follows:

Section 1. The City of Salisbury's Fiscal Year 2022 General Fund Budget be and is hereby amended as follows:

- (a) Increase the Sale of Fixed Assets Account (01000-469200) by \$14,615.00 and
- (b) Increase the Salisbury Fire Department's Gasoline Account (24035-556204) by \$14,615.00 and

BE IT FURTHER ENACTED AND ORDAINED BY THE COUNCIL OF THE CITY OF SALISBURY, MARYLAND, as follows:

Section 2. It is the intention of the Mayor and Council of the City of Salisbury that each provision of this Ordinance shall be deemed independent of all other provisions herein.

Section 3. It is further the intention of the Mayor and Council of the City of Salisbury that if any section, paragraph, subsection, clause or provision of this Ordinance shall be adjudged invalid, unconstitutional or otherwise unenforceable under applicable Maryland or federal law, such adjudication shall apply only to the section, paragraph, subsection, clause or provision so adjudged and all other provisions of this Ordinance shall remain and shall be deemed valid and enforceable.

Section 4. The recitals set forth hereinabove are incorporated into this section of the Ordinance as if such recitals were specifically set forth at length in this Section 4.

Section 5. This Ordinance shall take effect from and after the date of its final passage.

THIS ORDINANCE was introduced and read at a Meeting of the Mayor and Council of the City of Salisbury held on the 6th day of June, 2022 and thereafter, a statement of the substance of the Ordinance having been published as required by law, in the meantime, was finally passed by the Council of the City of Salisbury on the ____ day of _____, 2022.

[THE REMAINDER OF THIS PAGE IS INTENTIONALLY LEFT BLANK]

[SIGNATURES APPEAR ON THE PAGE THAT FOLLOWS]

ATTEST:

49
50
51
52
53
54
55
56
57
58
59
60

Kimberly R. Nichols, City Clerk

John R. Heath, City Council President

Approved by me, this _____ day of _____, 2022.

Jacob R. Day, Mayor